

WESTPORT BOARD OF EDUCATION
110 MYRTLE AVENUE
WESTPORT, CT 06880
203-341-1002



SPECIFICATION COVER SHEET

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

VENDOR MUST ENCLOSE TWO COPIES OF THIS SPECIFICATION COVER SHEET and TWO COPIES OF THE BID SPECIFICATIONS PRICING SHEETS WHEN RESPONDING TO THIS BID.

The Board of Education reserves the right to reject any and all bids, or any part thereof, to waive defects in the same, or to accept any proposal it deems to be in the best interest of the Board of Education and/or the Town of Westport. The Westport Board of Education is exempt from the payment of Federal Excise Taxes and Connecticut Sales and Use Tax according to State Statute. Such taxes must not be included in bid prices nor added to any items specified.

INSTRUCTIONS ON BID DEADLINES AND REQUIREMENTS:

NAME OF BID: WESTPORT PUBLIC SCHOOLS UNIFORM BID # 23-014-BOE
TYPE OF BID: Sealed BID BID # 23-014-BOE
BID CLOSURE DATE: Received Until: DATE: Thursday, March 30, 2023 TIME: 11:45 A.M.

LOCATION TO FORWARD BID: Elio Longo, Chief Financial Officer
Westport Board of Education
110 Myrtle Avenue, Room 307
Westport, CT 06880

BID SECURITY: Bid Security Required _____ % **BID Security** Not Required
PREVAILING WAGE: Required _____ **Not Required** Not Required

FORMS TO COMPLETE BID: **Submit two copies of the Bid Specification Sheets and Proposals**

Identify Name of BID and BID Number on Envelope:

WESTPORT PUBLIC SCHOOLS UNIFORM BID #23-014-BOE

LENGTH OF TIME PRICES WILL BE HONORED: THROUGH JUNE 30, 2026
START DATE: July 1st, 2023
COMPLETION DATE: June 30th 2026

Experience: Provide a detailed written summary of the Proposer’s experience, qualifications, financial strength, and capability in providing similar services elsewhere. The Proposer should also include three (3) references from similar engagements for Connecticut Municipal and School clients along with individual names and telephone numbers.
Staff Plan: Identify key staff that will provide any portion of the services required under the contract. For each identified individual, provide background and experience, and areas and levels of responsibility.
Engagement Team the key personnel assigned to this engagement are considered essential to the work being performed. Substitutions may only be made upon mutual agreement between the Town and/or BOE and the selected firm.

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BID # 23-014 - BOE**

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DRUG-FREE PLACE CERTIFICATE

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

I hereby certify that this company:

1. Has a published statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the place and that this statement specifies the actions which will be taken against employees for violations of such prohibition.
2. Has a written policy informing employees about the dangers of drug abuse in the place, the firm's policy of maintaining a drug free place, any available counseling, rehabilitation, and employee assistance programs, and the penalties which may be imposed upon employees for drug abuse violations.
3. Each employee engaged in providing the commodities or contractual services which are being bid was given a copy of the statements specified in paragraphs 1 and 2, above.
4. In the statement specified in paragraph 1, the employees have been notified that, as a condition of working on the commodities or contractual services which are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of "guilty" or of "nolo contendere" to any violation of any controlled substance law of the United States or of any state, for a violation occurring in the place no later than five (5) days after such conviction or plea.
5. This firm will impose a sanction on or require the satisfactory participation in a drug abuse assistance program or a rehabilitation program, if such are available in the employee's community, by any employee who is so convicted.
6. This firm will make a good faith effort to continue to maintain a drug free place.

As the person authorized to sign this statement, I certify that this firm fully complies with the above requirements.

Signature: _____ *Date:* _____

Print Name: _____ *Telephone #:* _____ *Fax #:* _____

Company: _____ *Email:* _____

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CONDITIONS FOR BIDDING

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

1. The Board of Education reserves the right to reject any bid if it is deemed to be in the best interests of the Town of Westport, Connecticut, Westport Board of Education and its students.
2. The Board of Education reserves the right to grant an award in total or for any part thereof for the items or services being bid. In addition, the Board of Education reserves the right to award this bid as a package in conjunction with other bids for similar services/supplies/equipment. The Board reserves the right to award with preference to State of Connecticut contract holders and/or local vendors.
3. The submission of a bid shall be conclusive evidence that the bidder has satisfied himself as to the requirements of the bid specifications and any controlling conditions which may exist.
4. Bidders may not withdraw their bid for a period of 120 days from the date of bid opening. The Board of Education and the bidder may mutually agree to extend the time limit.
5. In determining the ranking of responsible bidders, the Board of Education may consider, in addition to price, the quality, availability and type of items, the experience of the bidder, the sufficiency of the financial resources of the bidder and the reputation of the bidder for ability, integrity, judgment and performance, as well as the ability of the bidder to provide future service/supplies/equipment.
6. It is anticipated that the goods will be needed for the current school year, but the Board of Education reserves the right to cancel or alter this service because of enrollment changes, budget consideration or unforeseen circumstances which require a change.
7. All bid prices are to include the complete costs, which include inside delivery to each school or location with installation and assembly of same, if applicable, and training, if applicable. All deliveries must be made prepaid and must be delivered to the location subsequently designated on the purchase orders at no cost over and above the bid price indicated in your bid.

Deliveries must be made inside building indicated. In no case will collect shipments or sidewalk deliveries be accepted. A packing slip shall be included in each shipment. All packages must be clearly marked as to content.

8. The Board of Education of the Town of Westport supports efforts to reduce the use of illegal drugs in the place. In instances where responsible prospective bidders submit identical tie bids, preference shall be given to the businesses with drug-free place programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Board of Education for the procurement of commodities or contractual services which are bid, a bid received from a business which has certified that it has implemented a drug-free place program shall be given preference in the award process. The drug-free place program certification is attached and is to be submitted with the bid package by the bidder along with other bid documents in order to receive preference. This policy shall become effective in accordance with the provisions of the Charter of the Town of Westport regarding bidding procedure.

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CONDITIONS FOR BIDDING (CONTINUED)

9. **ALTERNATIVES:** When proposing an alternate item, indicate the brand and model identification on the bid specification sheets. To have alternates considered, complete specifications and catalogues describing the product must accompany the bid. The Westport Board of Education reserves the right to request equipment samples on specific items.

10. **SUBSTITUTIONS:** Indicate on the Specification Sheet substitutions identified by name or catalogue number and the net difference in cost to the Westport Board of Education. Listed substitutions will be considered for approval only after the award of contract; the Board reserves the right to require the originally specified material or equipment at the price submitted by the bidder in his bid, notwithstanding the fact that the bidder may have based a price for a specific item on a proposed substitution. In this regard, the determination shall be made in good faith, on the basis of the quality and type of the article listed. Any benefit in price reduction due to a substitution shall accrue to the Board.

11. **FORM AND STYLE OF BID:** All blanks on the Specification Form, except where otherwise requested, shall be filled in by typewriter or manually in ink.

12. **WARRANTIES:** Whenever an item or service is covered by a specified product or service warranty, such warranties must be submitted with the official bid or quotation specification sheets. All such warranties shall inure to the benefit of the Board.
See attached specification cover sheet to be used.

13. The “Contract” shall consist of these specifications, any addenda thereto, and a purchase order to be issued by The Westport Public Schools.

NOTE: By bidding on this contract the vendor agrees that any or all past clients may be contacted by the Westport School System. The vendors bidding on this contract also agree, for themselves, their heirs, executors, administrators, successors and assigns, to release, acquit and forever discharge the Westport School System, the Westport Board of Education, the Town of Westport, their officials, employees and representatives from and against any and all actions, causes of actions, claims or demands for damages, costs, loss of services, expenses, compensation, consequential damage or any other thing whatsoever, on account of, or in any way arising out of or relating to any former client of the bidder contacted by or on behalf of the Westport School System, the Westport Board of Education and/or the Town of Westport to obtain an opinion regarding any project or work performed by your company. The above release shall also include and apply to any former client contacted.

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INSURANCE REQUIREMENTS

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

The Vendor/Contractor/User of Town Property shall purchase and maintain for the life of the contract, from a company or companies with an A.M. Best rating of A- (VII) or better, insurance as required below. Such insurance will protect the WBOE and the Town from claims set forth below which may arise out of or result from the Vendor/Contractor/User of Town Property obligation under the contract, whether such obligations are those of the Vendor/Contractor/User of Town Property or those of a subcontractor or any person or entity directly or indirectly employed by said Vendor/Contractor/User of Town Property or by anyone for whose acts said Vendor/Contractor/User of Town Property may be liable.

A. Workers Compensation:

Vendor/Contractor/User of Town Property shall provide workers compensation insurance required by law with employers liability limits for at least the amounts of liability for bodily injury by accident of \$ 500,000 each accident and bodily injury by disease of \$500,000.including a waiver of subrogation. If the work is on the water, the Longshore and Harbor Workers Compensation Act coverage is required.

B. Commercial General Liability Insurance:

Vendor/Contractor/User of Town Property shall provide commercial general liability insurance policy with an edition date of 1986 or later including products and completed operations. Limits should be at least: Bodily injury & property damage with an occurrence limit of \$1,000,000: Personal & advertising injury limit of \$1,000,000 per occurrence: General aggregate limit of \$2,000,000 (other than products and completed operations): Products and completed operations aggregate limit of \$2,000,000. Coverage will continue three years after the completion of the work.

- The policy shall name WBOE and the Town as an additional insureds and include ISO Form CG 2010 (07/04) and CG 2037 (07/04).
- Such coverage will be provided on an occurrence basis and will be primary and shall not contribute in any way to any insurance or self-insured retention carried by WBOE and/or the Town.
- The policy shall contain a waiver of liability in favor of the WBOE and the Town.
- Such coverage shall contain a broad form contractual liability endorsement or wording within the policy form to comply with the hold harmless and indemnity provision of the contract
- A per project aggregate limit of liability endorsement shall apply for any construction contract.
- Deductible and self-insured retentions shall be declared and are subject to the approval of the WBOE and/or the Town.

C. Commercial Automobile Insurance:

Vendor/Contractor/User of Town Property shall provide commercial automobile insurance for any owned autos (symbol 1 or equivalent) in the amount of \$1,000,000 each accident covering bodily injury and property damage on a combined single limit basis. Such coverage shall also include hired and non-owned automobile coverage. Policy shall name WBOE and the Town as additional insureds.

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INSURANCE REQUIREMENTS (CONTINUED)

D. Umbrella or Excess Liability Insurance:

Vendor/Contractor/User of Town Property shall provide an umbrella or excess liability policy in excess (without restriction or limitation) of those limits and coverages described in items (A) through (C). Such policy shall contain limits of liability in the amount of \$5,000,000 each occurrence and \$5,000,000 in the aggregate.

E. Errors & Omissions Insurance:

If the agreement is for professional services, the Vendor/Contractor/User of Town Property shall provide errors & omissions insurance for liability resulting from the negligent performance of professional duties or operations. Such policy shall contain limits of liability in the amount of \$1,000,000 each occurrence and \$3,000,000 in the aggregate. The policy shall name WBOE and the Town as additional insureds.

F. Educators Errors & Omissions Insurance:

If the agreement is for educational services, the Vendor/Contractor/User of Town Property shall provide educator errors & omissions for liability resulting arising out of any breach of duty, neglect, error, misstatement, or omission committed in the course of their duties. Such policy shall contain limits of liability in the amount of \$1,000,000 each occurrence and \$1,000,000 in the aggregate. The policy shall name WBOE and the Town as additional insureds.

G. Contractors Pollution Liability:

If the agreement includes work involving abatement, removal, clean-up or handling of any pollutant or hazardous material, the Vendor/Contractor/User of Town Property shall provide pollution liability insurance, including products and completed operations and contractual liability coverage of not less than \$5,000,000 each occurrence and \$5,000,000 in the aggregate for this project. The policy shall name WBOE and the Town as additional insureds and waive subrogation in favor of WBOE and the Town.

As to the insurance required, the insurer(s) and/or their authorized agents shall provide WBOE with certificates of insurance prior to execution of the contract by WBOE and the successful bidder, describing the coverage and prior to 30 days of any renewal. The certificate will include a copy of the additional insured and contractual liability endorsements.

(Note contract should provide that the contractor is obligated to provide the Town with updated certificate.)

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HOLD-HARMLESS AND INDEMNIFICATION AGREEMENT
CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE

The Vendor/Contractor/User of Town Property shall fully indemnify, defend and hold harmless the Westport Board of Education and the Town of Westport and all of their respective officers, employees, agents, servants and volunteers to the fullest extent allowed by law for any claim for personal injury, bodily injury, death, property damage, emotional injury or any other injury, loss or damage of any kind occurring during the term of the contract and alleged to have been caused in whole or in part by the Contractor, and even if caused by the negligence of individuals and entities indemnified hereunder. This obligation shall further apply to:

- (1) actions, suits, claims, demands, investigations and legal, administrative or arbitration proceedings pending or threatened, whether mature, unmatured, contingent, known or unknown, at law or in equity, in any forum (collectively, "Claims") arising, directly or indirectly, in connection with this contract, including any environmental matters, and including the acts of commission or omission (collectively, the "Acts") of the Contractor or any of its members, directors, officers, shareholders, representatives, agents, servants, consultants, employees or any other person or entity with whom the contractor is in privity of oral or written contract (collectively "Contractor Parties");
- (2) liabilities arising, directly or indirectly, in whole or in part, in connection with the contract, out of the Contractor's or Contractor Parties' Acts concerning its or their duties and obligations as set forth in the contract, and;
- (3) all damages, losses, costs and expenses, including but not limited to, attorneys' and other professional fees, that may arise out of such claims and/or liabilities for personal injury, bodily injury, workers' compensation, emotional injury, death, property damage or any other injury or loss caused in whole or in part by the Acts of the Contractor or any Contractor's Parties.

The Contractor hereby covenants and agrees that WBOE and the Town shall be endorsed on the Contractor's policies of insurance as additional insureds.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to obtain a policy of insurance, with minimum limits of liability as shown in this Section under Paragraph A containing an endorsement that covers this agreement to indemnify, defend and hold harmless WBOE and the Town or any of their officers, employees, agents, servants and volunteers.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to obtain an endorsement to said policy of insurance policy that the Contractor's insurance is primary and any insurance obtained, or self insurance provided, by WBOE and/or the Town is excess.

The Vendor/Contractor/User of Town Property insurance carrier will waive all rights of subrogation against WBOE and the Town, and all of their respective officers, employees, agents, servants and volunteers.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to furnish a copy of the insurance policy that meets all of the above requirements before any work or use of the property commences.

Signature

Date

Company Name

WESTPORT BOARD OF EDUCATION
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SCOPE OF WORK

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

The “Contract” shall consist of these Specifications, any addenda thereto, and a Purchase Order to be issued by the Westport Public Schools. The contract period shall be from **July 1, 2023 through June 30, 2026** with the option of extending the contract for two (2) additional years at the discretion of the Westport Public Schools.

The Westport Public Schools reserves the right to order additional uniforms, or parts thereof, throughout the Contract Period. The price shall remain firm for the Contract period. The Westport Public Schools reserves the right to extend the contract, on an annual basis, with the approval of the Westport Public Schools Chief Financial Officer, if the Westport Public Schools deems an extension to be in its best interest.

VENDOR REQUIREMENTS

Measurements for the sizes of the uniforms for each employee shall be taken on Westport Public Schools premises on two (2) dates that will be established. The dates established shall be at the convenience of the Westport Public Schools. A copy of the list of employee measurements is to be forwarded to the Director of Facilities Office.

If for any reason an employee cannot attend the established measurement dates, the employee shall be directed to contact the Vendor and the Vendor shall make mutually agreeable arrangements with the employee to take said measurements. The measurements shall be taken on-site and shall be done so at no additional expense to the Westport Public Schools. Every effort shall be taken by the Westport Public Schools to keep this inconvenience to the Vendor to a minimum.

Delivery of the uniforms shall be made within four (4) weeks of placement of order. Each double set of uniforms shall be tagged with the tag indicating the employee’s name and school. **ALL UNIFORMS MUST BE DELIVERED TO ONE (1) CANAL STREET, WESTPORT, CT 06880.**

UNIFORM SPECIFICATIONS

The Westport Public School Emblem will be on the left side of all shirts, coats, and sweat shirts. All Head Custodians and Assistant Head Custodians will have white shirts with a navy blue Westport Public Schools emblem. All Custodians will have Navy Blue shirts with a white Westport Public School emblem. Turtle neck shirts will have the Westport Public School emblem on the neck. All hemming of clothing is the responsibility of the bidder. **Fire Rated Clothing might be required for some Maintenance Staff.**

The vendor due to size shall consider **no order a “Special Order”**. Color: Navy Blue shirts shall have two (2) pockets, and all shirts will have Westport Public Schools embroidered over left-hand pocket or left-hand side and shall have permanent stays in collar. All pants shall have deep pockets: heavy-duty brass zipper, straight legs, and full cut styling.

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SCOPE OF WORK (CONTINUED)

RAIN GEAR SPECIFICATIONS

- Econo Plus Suit
- Rugged thick PVC construction
- Long-lasting, lightweight Stormflex vinyl for freedom of movement
- Parka features attached hood and snap-over storm fly front, 30' length
- Parka and overall sold as a set
- Peggable packaging
- Sizes S to XXL
- UPC Coded
- Color – Yellow

References

Each Bidder shall include phone numbers and contact persons of the companies and/or Cities or Towns where they have done similar projects.

Termination

The Contract may be terminated by the Westport Public Schools if at any time, work is unnecessarily delayed, or willful violations of Contract conditions exist, or the conditions are being executed in bad faith. The Westport Public Schools' written termination notice to the Contractor will allow five (5) days thereafter to commence corrective measures satisfactory to the school system. In the event of non-compliance, the Westport Public Schools shall notify the Contractor in writing to immediately discontinue any further work and vacate the buildings, ceasing any rights to plant and material. Subsequently the Westport Public Schools shall take the necessary action to complete the remaining contract work.

Equal Opportunity – Affirmative Action

The successful Contractor shall comply in all aspects with the Equal Employment Opportunity Act. Each Contractor with 15 or more employees shall be required to have an Affirmative Action Plan which declares that the Contractor does not discriminate on the basis of race, color, religion, sex, national origin or age and which specifies goals and target dates to assure the implementation of equal employment. Each Contractor with fewer than 15 employees shall be required to have a written equal opportunity policy statement declaring that it does not discriminate on the basis of race, color, religion, sex, national origin or age. Findings of non-compliance with applicable State and Federal equal opportunity laws and regulations could be sufficient reason for revocation or cancellation of this Contract.

Awards

The Chief Financial Officer reserves the right to reject any or all bids, or the bids for any one or more commodities or contractual services included in any or all bids, to waive any informality in bids and unless otherwise specified to buy any part or the whole from one or more bidders when it is to the Board of Education's best interest to do so.

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SCOPE OF WORK (CONTINUED)

References

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Awards

The Chief Financial Officer reserves the right to reject any or all bids, or the bids for any one or more commodities or contractual services included in any or all bids, to waive any informality in bids and unless otherwise specified to buy any part or the whole from one or more bidders when it is to the Board of Education's best interest to do so.

Payment

Invoices for the Westport Public Schools can be submitted to:

Email at: wpsfacilities@westportps.org

Or by mail to:

Westport Public Schools,

Accounts Payable Department,

P.O.Box 312, Westport, CT 06880.

****END OF SCOPE OF WORK SECTION****

BID FORM CUSTODIANS UNIFORM

WESTPORT PUBLIC SCHOOLS

BID # 23-014- BOE UNIFORMS



NAME OF COMPANY BIDDING: _____

ITEM	DESCRIPTION	BRAND PROPOSED / SPECIFICATIONS	COLOR	SIZE	UNIT BID PRICE 2023-2024	UNIT BID PRICE 2024-2025	UNIT BID PRICE 2025-2026
HATS							
1	Baseball Cap		NAVY	MULTIPLE			
2	Beanie		NAVY	MULTIPLE			
BELT							
3	1.5" Genuine Leather Belt		BLACK	MULTIPLE			
BOOTS							
4	XPRT 2.0 Tactical 2.0 Boot		BLACK	MULTIPLE			
5	Women's A.T.A.C. 2.06 Boot		BLACK	MULTIPLE			
6	A.T.A.C 2.06 Boot		BLACK	MULTIPLE			
PANTS							
7	Pantsuit		NAVY	MULTIPLE			
8	Cargo Pant		NAVY	MULTIPLE			
9	Cotton Work Pant		NAVY	MULTIPLE			
10	Pant		NAVY	MULTIPLE			
HOODS							
11	Hooded Pullover		NAVY	MULTIPLE			
JACKETS							
12	Yukon Parka		NAVY	MULTIPLE			
13	Bomber Jacket		NAVY	MULTIPLE			
14	3 in 1 Parka		MIDNT	MULTIPLE			
15	Zip off Hood Parka		NAVY	MULTIPLE			
SOCKS							
16	Socks		BLACK	MULTIPLE			
17	Socks		WHITE	MULTIPLE			
THERMAL CLOTHES							
18	Thermal Bottom		NATURAL	MULTIPLE			
19	Thermal Hooded Sweatshirt		NAVY	MULTIPLE			
20	Thermal Top			MULTIPLE			

BID FORM CUSTODIANS UNIFORM

ITEM	DESCRIPTION	BRAND PROPOSED / SPECIFICATIONS	COLOR	SIZE	UNIT BID PRICE 2023-2024	UNIT BID PRICE 2024-2025	UNIT BID PRICE 2025-2026
JERZEES / SHIRTS/ POLOS - Head custodians and Assistant Head Custodians ONLY wear white color							
21	Timberline Microfiber Pique		NAVY	MULTIPLE			
22	Shirt		NAVY	MULTIPLE			
23	Gildan 50/50 Jersey Polo		NAVY	MULTIPLE			
24	60/40 Pocket Polo		NAVY	MULTIPLE			
25	Thermal Zipper Sweatshirt		NAVY	MULTIPLE			
26	Ultra Ctn Pocket Tee		NAVY	MULTIPLE			
27	50/50 Tee		NAVY	MULTIPLE			
28	Micro Crewneck S/S Tee		NAVY	MULTIPLE			
29	Turtleneck		PONAV	MULTIPLE			
30	Timberline Microfiber Pique		WHITE	MULTIPLE			
31	Shirt		WHITE	MULTIPLE			
32	Shirt		WHITE	MULTIPLE			
33	Polo Shirt		WHITE	MULTIPLE			
34	60/40 Pocket Polo		WHITE	MULTIPLE			
35	Jerzee 50/50 Crewneck		WHITE	MULTIPLE			
36	50/50 Tee		WHITE	MULTIPLE			
37	Micro Crewneck S/S Tee		WHITE	MULTIPLE			
GLOVES							
38	Leather Glove			MULTIPLE			
39	Cold Weather Military Glove		BLACK	MULTIPLE			

COMPANY NAME & ADDRESS: _____

TELEPHONE: _____

EMAIL ADDRESS: _____

REPRESENTED BY: _____

(Name & Title)

INSTRUCTIONS:
 The undersigned, attesting to be a duly authorized representative of the Company, hereby proposes to furnish all services required to perform the scope of work in accordance with the project specifications, for the price indicated below.

BID FORM MAINTAINERS UNIFORMS

WESTPORT PUBLIC SCHOOLS

BID # 23-014- BOE UNIFORMS



NAME OF COMPANY BIDDING: _____

ITEM	DESCRIPTION	SPECIFICATIONS (EQUAL OR BETTER)	COLOR	SIZE	UNIT BID PRICE 2023-2024	UNIT BID PRICE 2024-2025	UNIT BID PRICE 2025-2026
PANTS / BELTS							
1	Belt	CARNHARDT	BRN	MULTIPLE			
2	Relaxed Fit Jean	DICKIES	INDI	MULTIPLE			
3	Traditional Fit Jean	DICKIES	SNB	MULTIPLE			
4	Carpenter Jean	DICKIES	SNB	MULTIPLE			
5	Carpenter Pants	DICKIES	NAVY	MULTIPLE			
6	Relaxed Fit Jean	LEVI 560	BLUE	MULTIPLE			
7	Flanel Lined Jean	CARNHARDT	DST	MULTIPLE			
8	9.5" Relaxed Fit Jean Short	DICKIES	SNB	MULTIPLE			
9	13" Cargo Short	DICKIES	DNSV	MULTIPLE			
10	11" Cargo Short	DICKIES	NV	MULTIPLE			
11	8.5" Relaxed Fit Jean Short	CARNHARDT	DST	MULTIPLE			
HOODS / HATS							
12	Sherpa Lined Zip Hoodie	DICKIES	DB	MULTIPLE			
13	Thermal Lined Zip Hoodie	CARNHARDT	BRN	MULTIPLE			
14	Knit Hat	CARNHARDT	DKB	MULTIPLE			
JERZEES / SHIRTS/ POLOS							
15	Long Sleeve Twill Shirt	CARNHARDT	DKB	MULTIPLE			
16	Long Sleeve T-Shirt	CARNHARDT	MCH	MULTIPLE			
17	Henly Shirt	CARNHARDT	BRN	MULTIPLE			
18	Pocket T-Shirt	CARNHARDT	MCH	MULTIPLE			
19	Port Authority Polo		BARK	MULTIPLE			
20	Port Authority Pocket Polo		STONE	MULTIPLE			
21	Hanez 9oz Sweat Shirt		DBR	MULTIPLE			
JACKETS							
22	Sandstone Artic Jacket	CARNHARDT	DKB	MULTIPLE			
23	Santa Fe Jacket	CARNHARDT	DKB	MULTIPLE			
24	Active Jacket with Hood	CARNHARDT	DKB	MULTIPLE			
25	Sandstone Vest	CARNHARDT	DKB	MULTIPLE			
26	Sandstone Artic Hood	CARNHARDT	DKB	MULTIPLE			

BID FORM MAINTAINERS UNIFORM

ITEM	DESCRIPTION	SPECIFICATIONS (EQUAL OR BETTER)	COLOR	SIZE	UNIT BID PRICE 2023-2024	UNIT BID PRICE 2024-2025	UNIT BID PRICE 2025-2026
THERMAL CLOTHES / SOCKS							
27	Thermal Bottom		NAT	MULTIPLE			
28	Thermal Top		NAT	MULTIPLE			
29	Artic Boot Sock	CARNHARDT	GRY	MULTIPLE			
30	Boot Sock	CARNHARDT	WHITE	MULTIPLE			
31	Crew Sock			MULTIPLE			
FIRE RATED PANTS							
32	Straight Fit Jeans W/Strech		SANDED DENIM	MULTIPLE			
33	Relaxed Fit Jeans W/Strech		SANDED DENIM	MULTIPLE			
34	Pre Washed Denim Jeans		BLUE DENIM	MULTIPLE			
35	Cargo Pocket Work Pants		NAVY	MULTIPLE			
36	Stone Wash Denim			MULTIPLE			
FIRE RATED SHIRTS							
37	LS Tagless Henley Shirt		KHAKI	MULTIPLE			
38	LS Comfort Knit Polo		KHAKI	MULTIPLE			
39	SS Comfort Knit-T-Shirt		KHAKI	MULTIPLE			
40	LS Comfort Knit T-Shirt		KHAKI	MULTIPLE			
41	Button Frontwork Shirt		KHAKI	MULTIPLE			
FIRE RATED JACKETS							
42	Comfortouch Linen Bomber Jacket		BROWN DUCK	MULTIPLE			
43	Lined Bomber Jacket		BROWN DUCK	MULTIPLE			
44	Heaviweight FR Insulated Hooded Jacket		BROWN DUCK	MULTIPLE			

COMPANY NAME & ADDRESS:

TELEPHONE:

EMAIL ADDRESS:

REPRESENTED BY:

(Name & Title)

INSTRUCTIONS:

The undersigned, attesting to be a duly authorized representative of the Company, hereby proposes to furnish all services required to perform the scope of work in accordance with the project specifications, for the price indicated below.

**WESTPORT BOARD OF EDUCATION
110 MYRTLE AVENUE
WESTPORT, CT 06880
203-341-1002**



REFERENCES

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

Each Bidder shall include phone numbers and contact persons of the companies and/or Cities or Towns where they have done similar projects.

1. REFERENCE NAME: _____

ADDRESS: _____

TELEPHONE: _____

2. REFERENCE NAME: _____

ADDRESS: _____

TELEPHONE: _____

3. REFERENCE NAME: _____

ADDRESS: _____

TELEPHONE: _____

**WESTPORT BOARD OF EDUCATION
110 MYRTLE AVENUE
WESTPORT, CT 06880
203-341-1002**



EEOC COMPLIANCE

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

Conn. Gen. Stat. Sec. 4a-60:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job related qualifications are employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the involved;

The contractor agrees, in all solicitations or advertisements for employees placed for or on behalf of the contractor, to state that is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission;

The contractor agrees to provide each labor union or representative of ers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contact or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or representative of the contractor's commitments under Conn. Gen. Stat. 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment;

The contractor agrees to comply with Conn. Gen. Stat. 46a-68e (requiring contractor to file compliance reports with the commission) & 46a-68f (requiring compliance reports contain information on labor union practices) and with each regulation or relevant order issued by the commission;

The contractor agrees to provide the Commission on Human Rights and Opportunities with any information it requests, and permit access to pertinent books, records and accounts, concerning employment practices and procedures or the contractor as relate to the provisions of Conn. Gen. Stat. 4a-60 & 46a-56;

The contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and supplies of materials.

Conn. Gen. Stat. Sec. 4a-60(a):

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate of permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation;

**WESTPORT BOARD OF EDUCATION
110 MYRTLE AVENUE
WESTPORT, CT 06880
203-341-1002**



EEOC COMPLIANCE (CONTINUED)

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

The contractor agrees to provide each labor union or representative of ers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or representative of the contractor's commitments under Conn. Gen. Stat. 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment;

The contractor agrees to comply with Conn. Gen. Stat. 4a-60a and with each regulation or relevant order issued by the commission; The contractor agrees to provide the Commission on Human Rights and Opportunities with any information it requests, and permit access to pertinent books, records and accounts, concerning employment practices and procedures of the contractor as relate to the provisions of Conn. Gen. Stat. 4a-60 & 46a-56.

****END OF NOTIFICATION TO BIDDERS****

**WESTPORT BOARD OF EDUCATION
110 MYRTLE AVENUE
WESTPORT, CT 06880
203-341-1002**



ADVERTISEMENT

**CUSTODIANS AND MAINTAINERS UNIFORM BID
BID # 23-014 - BOE**

TO: All Interested Bidders

FROM: Darnell Means, Supervisor of Building Operations

DATE: March 1st, 2023

SUBJECT: **SPECIFICATIONS AND BID FORMS
WESTPORT PUBLIC SCHOOLS – UNIFORM BID
BID # 23-014-BOE**

For questions regarding this bid, please contact the Supervisor of Building Operations Darnell Means by email: dmeans@westportps.org,

Bid packages are available in our website: <https://www.westportps.org/departments/business-office/bids>, or
State of CT Administrative Services: <https://portal.ct.gov/DAS/CTSource/BidBoard>

Sealed bids can be mailed anticipated and will be received in the office of the Chief Financial Officer, Westport Public Schools, 110 Myrtle Avenue, Room 307, Westport, CT no later than Thursday, March 30, 2023 at 11:45 am. for Westport Public Schools Uniform Bid. All bid envelopes shall be marked:

WESTPORT PUBLIC SCHOOLS UNIFORM BID # 23-014 BOE