



# CITY OF ROCKFORD, ILLINOIS

425 EAST STATE STREET

61104

LAWRENCE J. MORRISSEY  
MAYOR

ANDRES SAMMUL  
FINANCE DIRECTOR

## INVITATION TO BID Police Uniforms 705-P-072

7/28/05

Name of Bidding Firm: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**Bid Opening Time and Date: 11:00 a.m., Local Time, Thursday, August 18, 2005**

Bid Deposit/Bid Bond: NO

Performance Bond: NO

Prevailing Wages Required: NO

**PLEASE MARK THE RETURN SEALED ENVELOPE:**

1. Bid Opening Date and Time
2. Title of Job
3. Bid Number

**RETURN BIDS TO:**

City of Rockford  
Central Services Manager  
425 East State Street, 4<sup>th</sup> Floor  
Rockford, Illinois 61104  
Telephone: (815) 987-5560

***BIDS SUBMITTED BY FASCIMILE OR E-MAIL WILL NOT BE ACCEPTED***

**BID RESULTS:**

Bid results may be obtained by telephone at (815) 987-5560, by fax at (815) 987-5562, or through the City's website, [www.cityofrockford.net](http://www.cityofrockford.net).

Phone (815) 987-5560  
Fax (815) 987-5562

An Equal Opportunity Employer

TDD # (815) 987-5718

## **CITY OF ROCKFORD, ILLINOIS—BIDDING GENERAL CONDITIONS**

1. **Pricing.** The firm shall insert price for all bid items and all other information requested in these specifications. The price shall be the full, delivered cost to the City of Rockford, including all factors whatsoever.
2. **Total versus “Per Item” Awards.** The City generally awards contracts based on a lump sum basis to the lowest responsible and responsive bidder. However, the City may choose to award on a per item basis. Therefore, each bidder must submit pricing for each item indicated on the bid forms. Bidders must clearly indicate which items are bid and which are not.
3. **Delivery of Merchandise.** Delivery terms will always be Freight On Board (FOB)–Destination. The City of Rockford accepts no responsibility for the condition of any merchandise purchased prior to acceptance by City Personnel. Failure to comply with this requirement will constitute rejection of the bid.
4. **Acceptance of Merchandise at Delivery.** The City of Rockford reserves the right to refuse acceptance of delivered merchandise that differs substantially from the specifications in this invitation to bid.
5. **Prompt Payment Act.** The City of Rockford intends to comply with the governmental prompt payment act. The supplier will be paid upon submission of invoices to: City of Rockford Accounts Payable, 425 East State Street, Rockford, IL 61104.
6. **Legal Compliance.** The vendor awarded this contract will comply with all Federal, State, County, and City laws, ordinances, rules and regulations that in any manner affect the production and sale of the product or service contained herein. Lack of knowledge on the part of the vendor will in no way be cause for release of this obligation. If the City becomes aware of violation of any laws on the part of the vendor, it reserves the right to reject any bid, cancel any contract, and pursue any other legal remedies deemed necessary.
7. **Legal Requirements.** This contract sets forth the entire agreement between the City and the Bidder and shall govern the respective duties and obligations of the parties. The validity of this contract, and any disputes arising from the contract, shall be governed by the laws of the State of Illinois. Should a provision of this contract be declared invalid by a court of competent jurisdiction, it shall not affect the validity of the remaining provisions of the contract.
8. **Bid Bond.** When required on the cover sheet, a bid bond for not less than 5 percent of the bid amount must accompany all bids as a guarantee that if the bid is accepted, the bidder will execute and file the proper contract. A bank cashier’s check, bank draft, or certified check equal to the amount specified is acceptable in lieu of a bid bond. Bid bonds of the two lowest firms will be retained until the contract is awarded.
9. **Performance Bond.** When required by the specifications herein, the successful firm shall furnish a performance bond equal to the amount of the contract, acceptable to the City, within 14 calendar days after notification of contract award. Failure to furnish the required bond within the time specified may be cause for rejection of the bid and any bid deposit may be retained by the City as liquidated damages and not as a penalty.
10. **Taxes.** No charge will be allowed for taxes from which the City of Rockford, Illinois is exempt. The City of Rockford, Illinois is not liable for the Illinois Retailers’ Occupation Tax, the Service Occupation Tax or the Service Use Tax. The City is exempt from the Federal Excise and Transportation Tax.
11. **Withdrawal of Bids.** Firms may withdraw or cancel their bids at any time prior to the advertised invitation to bid opening. After the opening time, no bid shall be withdrawn or cancelled. All bids shall be firm and valid for a period of sixty (60) calendar days.
12. **Subcontracting.** The successful firm may not subcontract the award without written consent of the City of Rockford Central Services Manager.

13. Termination of Contract. The City of Rockford reserves the right to terminate the contract in its entirety or in portions, upon written notice to the Contractor, if the Rockford City Council does not appropriate sufficient funds to complete the contract or in the event of default by the Contractor. Default is defined as failure of the Contractor to perform any of the provisions of this contract or failure to make sufficient progress so as to endanger performance of this contract in accordance with its terms. In the event of default, the City may purchase the product(s) and/or service(s) from other sources and hold the defaulting company responsible for any excess costs occasioned thereby. Should default be due to failure to perform or because of a request for a price increase, the City reserves the right to remove the firm from the City's bidder list for a period of up to three years.
14. EEO Forms. Each firm shall be required to submit with its bid information all EEO forms included in the invitation to bid package. Any bid which fails to include the properly completed compliance items will not be read and will not be considered. All subcontractors shall also be required to comply with and submit the same EEO forms as the firm. Subcontractors will not be allowed to do any work for the firm until these documents are submitted to the City of Rockford.
15. Restrictive or ambiguous specifications. It is the responsibility of the prospective firm to review the invitation to bid specifications and to notify the Central Services Manager if the specifications are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the specifications or invitation to bid procedures must be received by the Central Services Division not less than seventy-two hours prior to the time set for the opening.
16. Bid protest. Firms wishing to protest bids or awards shall notify the Central Services Manager in writing within 30 days after the invitation to bid opening. The notification should include the bid number, the name of the firm protesting, and the reason why the firm is protesting the bid. The Central Services Manager will respond to the protest within 30 calendar days.
17. Disputes. In case of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the Central Services Manager, or authorized representative shall be final and binding to all parties. The Central Services Manager may request a written recommendation from the head of the department using the equipment or service being procured.
18. Exceptions. Any deviations from these specifications shall be noted and submitted with the bid. Failure to address deviations from specifications may result in bid rejection.
19. Bid Rejection. The City of Rockford reserves the right to reject all bids at any time, for any reason, including but not limited to the Rockford City Council not appropriating sufficient funds to purchase equipment or complete the contract.
20. Apprenticeship Requirement. For construction contracts over \$50,000, contractors must participate in apprenticeship and training programs approved and registered with the United States Department of Labor's Bureau of Apprenticeship and Training for all Trades that will be in the contractor's (or his subcontractor's) employment, with each worker receiving the required apprenticeship/training appropriate to his trade.

**CITY OF ROCKFORD, ILLINOIS**  
**BID ON**  
**Police Uniforms**  
**Bid No.: 705-P-072**

**SPECIFICATIONS**

**1.0 General Scope**

- 1.1 The City of Rockford has a need to purchase uniforms for daily use by the Police Department. The following specifications and bid package are intended to describe the minimum acceptable products to fulfill this need.

**2.0 General Requirements**

- 2.1 Vendor Qualifications. No contract shall be awarded except to responsible firms capable of providing quality products that meet the described characteristics.

- 2.2 Basis of Award. The contract will be awarded to the lowest responsible and responsive bidder.

2.2.1 Evaluation Team. An evaluation team will be used to review the bids submitted. This evaluation team shall consist of members of the Police and Finance Departments.

2.2.2 Evaluation of Bids. The evaluation team shall award this contract to the vendor that is able to deliver the products specified in this document for the lowest price.

2.2.3 Determination of Responsible and Responsive Bidders. The City reserves the right to request any information necessary to determine a vendor's ability to provide the desired services. If an information request is denied the City reserves the right to reject the bid.

2.2.4 Basis of Award. The contract shall be awarded to the lowest responsive and responsible bid based on the total for all items. The City's evaluation team will assess the lowest bidder to verify his/her compliance with these specifications. If the lowest bidder is not able to meet these specifications, then they shall be eliminated from consideration and the second lowest bidder shall be assessed by the evaluation team. This process will continue until a winning bidder is determined.

- 2.3 Bid Form. Included at the end of these specifications is a bid form for uniforms. The following information is required on the bid form:

2.3.1 Bid Prices. Bidders shall supply unit prices and total prices for each category of apparel, as well as a grand total for all of the items.

2.3.2 Contact Information. Please supply the information needed to get in contact with the bidder, this includes a business number, a home number, a cellular number (if available), and a pager number (if available).

2.3.3 Alteration Location. Please supply the address of the location that Police Officers can go to for alterations to uniforms.

2.4 Insurance Requirements. The following insurance requirements shall apply to the successful firm for the duration of the contract unless explicitly waived by the Central Services Manager:

- (i) Commercial General Liability. Contractor shall procure and maintain during the life of this contract, bodily injury and property damage liability insurance in amounts that shall not be less than (A) bodily injury liability coverage in a minimum amount of \$1,000,000 for injuries to any one person and in a minimum amount of \$2,000,000 for any one accident; and (B) property damage insurance in a minimum amount of \$1,000,000.00 for damage in all accidents except those involving automobile property damage.
- (ii) Automobile Coverage. Comprehensive automobile bodily injury and property damage liability coverage for a minimum amount of \$1,000,000.
- (iii) Workers Compensation. Contractor shall maintain during the life of this contract statutory workmen's compensation and employer's liability insurance for all his employees engaged in work on the job site.
- (iv) Insurance Certificates. Prior to contract award, the contractor shall provide the City with Certificate(s) of Insurance on all policies of insurance and renewals thereof in a form(s) acceptable to the City. Said Public Liability policy shall provide that the City be an additional insured. The City shall be notified in writing of any reduction, cancellation, or substantial change of policy or policies at least thirty (30) days prior to the effective date of said action.

2.5 Contract Length. The contract period shall commence not later than 5 days following the award and continue for one year thereafter. The first six months shall consist of an initial evaluation period. During this contract evaluation period, the City of Rockford reserves the right to cancel the contract with thirty (30) days written notice if it is unsatisfied with the services being provided by the vendor.

2.5.1 Extensions. At the end of the first year this contract may be extended for a period of two (2) additional one (1) year renewals by mutual agreement of both parties, providing such agreement to extend shall have been made in writing and signed by both parties. The vendor is required to notify the City in writing sixty (60) days in advance if he/she intends **not** to renew the contract.

2.5.2 Terms of Renewal. At the time of a contract renewal, the terms of the original contract may be modified provided that both parties agree in writing to such modification.

2.5.3 Price Changes at Renewal. Sixty (60) days in advance of the renewal of this contract, the vendor may request a price adjustment if the Rockford Metropolitan Area market conditions have changed. A written request detailing the specific reasons for the increase must be submitted to the City of Rockford Central Services Division. The City will assess current market conditions to determine the validity of any price adjustment requests. The City reserves the right to reject any price increase request and to re-bid this contract if the vendor chooses not to renew due to the rejection of a price adjustment request.

2.5.4 Contract Cancellation. After the initial evaluation period, this contract may be cancelled with sixty (60) days written notice by either party.

2.6 Questions. All questions regarding these specifications should be directed to Carrie McCarren of the Central Services Division at (815) 987-5741.

### **3.0 Specific Requirements**

3.1 General Items. These specifications are for ready made but individually custom fitted garments. They are not to be construed as requiring individually custom tailored garments.

3.2 Quantities. The quantities given for each item in Appendix A are based on the City of Rockford Police Department's best estimate of needs of the force for the upcoming year. However, the City does not guarantee that the estimated quantities will be purchased or that additional quantities of the specified items will not be needed during the contract period.

3.3 Sewing Services. At its own expense, the successful bidder will be required to provide a shop or agency where measurements may be taken, alterations made, and badges and insignias can be sewn on uniforms. The agency must be located within ten miles of the Winnebago County Public Safety Building and operate at least eight hours per day during weekdays.

- (i) The name, address, and phone number of this location shall be specified on the bid form.
- (ii) The Rockford Police Department will expect the successful bidder to supply the service provider for taking measurements within 14 days of the date of award. Measurements must be taken at the Rockford Police Department, 420 West State Street, Rockford, IL.

3.4 Insignias and Patches. Where sleeve insignias or shoulder patches are required to be sewn on uniforms, it is understood that the insignias or patches are provided by the City. Bidders should include only the cost of sewing these items as part of the bid.

3.5 Reasonable Alterations. The supplier must fit both male and female officers and provide a reasonable amount of alterations for both male and female officers at the Vendor's expense. Vendors should have a representative on site once per week or upon the request of Police Department to assist with measuring and fitting officers.

### **CAPS**

#### **3.6 Winter (regular)**

- (i) Material: 75% polyester, 25% worsted wool, navy blue in color. 8 point style, ventilation holes on each side, eyelet's 1 3/4" apart in front with proper support for badge provision. Cover shall be removable type. Material to be same as used in the 80/20 or 75/25 trousers supplied by successful bidder.
- (ii) Frame: Medium shape, 1 3/4" visor, adjustable size for small 6 1/2 to 6 7/8"; Medium 7 to 7 1/4"; large 7 3/8 to 7 5/8"; Extra large 7 3/4 to 7 7/8". Size shall be material matching winter cover. 75% polyester, 25 % wool with blue soutache stripe around bottom. black leather-like strap on front for patrolmen secured by nickel "P" buttons.

#### **3.7 Summer (regular)**

- (i) Material: same specifications as above except material shall be open mesh navy blue nylon.
- (ii) Style: Same as winter, except band to be open cane or nylon. Shall be adjustable like the winter style.

3.8 Winter-Trooper style. Shall be equivalent to the Langenberg Hat Co. 4264 Mouton Trooper. Vinyl shall be 80% polyvinyl chloride with polyester/cotton backing, 40 gauge, 54" wide. The Mouton is 5/8" Lamb's skin. The black quilted lining shall be 100% polyester fiber filling. Woven backing shall be 100% polyester. Hats shall be navy blue in color and have two eyelets on the cap bill for the badge.

3.9 Command Officers Caps

- (i) Material: All wool serge, Metcalf #386-14-058, or Raeford #460-96, 14 - 14 1/2 ounce.
- (ii) Color: Police navy blue.
- (iii) Style: Round military style. Wool serge material to match uniform. Black velvet band with gilt metal stars on each side; 1/2" wire gilt lace cap strap on front fastened with gilt "P" buttons. Shall also have the adjustable band like the "Winter Regular".

JACKETS/COATS

3.10 Uniform Jacket "Taylor's or Leatherwear Style No. 4450" or "American Leather 850"

- (i) The No. 4450, AKA "Chicago Police Style" jacket, shall be supplied with all the standard features plus the following:
  - (1) midnight blue in color
  - (2) badge holder above left breast pocket and name tag holder above right breast pocket
  - (3) permanent quilted liner
  - (4) silver "P" buttons for patrolmen, gold "P" buttons for sergeants and other command personnel

3.11 All-Weather Coats (Command)

- (i) Style: Full-length trench coat, single breasted, fly front Ball collar design, and slash through welt pockets. Zip out Orlon liner with full sleeve lining that buttons in at the cuff and has center vent. Rainfair brand or equivalent.
- (ii) Material: 50% Fortrel polyester, 50% combed cotton. Scotch guard and stain repellent.
- (iii) Color: Black.

3.12 Command Officers Blouse

- (i) Material: All wool serge, Metcalf #386-14-058, or Raeford #460-96, 14 - 14 1/2 oz.
- (ii) Color: Police navy blue
- (iii) Style: Four button, single-breasted, notch lapel, straight front. Two 8" side vents, plain black. Fully lined rayon serge. Black velvet collar, black velvet department stripe on top of sleeve 3 1/2" from bottom. Gilt metal stars on collar. Large outlets in side seams and center seam.
- (iv) Pockets: No outside breast pockets. Two lower outside pockets with square flaps. Two inside breast pockets. Pocketing of 2.50 drill or equal.

- (v) Edges: Single stitch 3/16". Plain seams.
- (vi) Buttons: Four gilt finish "P" buttons 36 ligne on front and two gilt finish "P" buttons 24 ligne on each sleeve at cuff.
- (vii) Badge tab: Two metal eyelets on dark blue cloth 1 1/2" apart or metal badge holder.
- (viii) Length: Approximately 1 1/2" below crotch.
- (ix) Insignia: Rockford Police Department patch on both sleeves 1/2" from shoulder seam.

### 3.13 Uniform Spring and Fall Jacket

- (i) Jacket should be Blauer T.N.T 6020, Elbeco 3714, or equivalent.
- (ii) Rugged, lightweight water-repellent Taslan nylon outer shell with removable, full sleeve Thinsulate liner. A Badge tab sown on the upper left breast. The name tab sown on the right breast.

### 3.14 Rain Coat

- (i) Lightweight reversible raincoat Blauer Model 26990 or better.
- (ii) Style: Tech-lite urethane rain coat oxford nylon with Ultra-tech seams. go through hook and loop side openings: 1" Scotchlite retro-reflective trim (yellow side only) around chest/back and sleeve hems.
- (iii) Badge tab: Left chest on black side only with cloth star that is provided by the Police Department and sewn on by vendor.
- (iv) Color: Black/Reverses to yellow.
- (v) All coats include a rain cap cover matching the rain coat material.

## SWEATERS

### 3.15 Pull-Over Style

- (i) Woolly Pulley brand or equivalent.
- (ii) Sweater should include on left breast a cloth star that is provided by the Police Department on sewn on by the vendor. Name tag tab is to be place on right breast area.

### 3.16 Zipper Style

- (i) Kingsknit or comparable brand.
- (ii) Dark blue, long sleeve, 100% orlon-acrylic zipper front, washable.
- (iii) Sweater shall include on the left breast a cloth star provided by the Rockford Police Department and sewn on by the vendor. Name tag tab on right breast area

## UNIFORM SHIRTS

### 3.17 Summer-short sleeved

- (i) Brand is to be "Tex-Trop by Elbeco" (no substitutions).
- (ii) Color: Shirts to be Elbeco light blue in color for patrolmen and sergeants, white for commanding officers.
- (iii) Badge Tab on the left breast and a name tab provided on the right side above left pocket. Vendor to sew on sergeants stripes upon request. Sergeant stripes provided by the Rockford Police Department. All Shirts available in both female and males sizes.

3.18 Winter-long sleeved

- (i) Brand is to be "Tex-Trop by Elbeco" (no substitutions).
- (ii) Color: Same as short sleeved shirts described in 13.13 (B)

TROUSERS

3.19 Uniform Trousers

- (i) Must be equivalent to Elbeco, Stock No. E514 or better.
- (ii) Trousers to be navy blue, a 75 Dacron polyester, 25% worsted wool weave, and wash and wear.
- (iii) Quarter-top pockets. Inch wide belt loops. Snug-tex waistband curtain with Ban Rol French fly.
- (iv) A label identifying the manufacturer must be sewn into the garment.
- (v) A sample is required for approval by the Rockford Police Dept. prior to bid being accepted.
- (vi) Trousers to accommodate both male and female officers.

MISCELLANEOUS

3.20 Stockings

- (i) 100% Orlon crew socks equivalent to Kale Uniform Stock #2801, black in color.

3.21 Ties

- (i) Clip-on tie, black in color, to be available in a standard men's, extra long and women's length.

3.22 Bike Shorts

- (i) Alitta Super-Short slip-on style with zip front panel with in Inner-short A100NV.
- (ii) Short and inner short are to be navy blue. Lycra stretch panel insert in thighs, stretch waist band with silicone shirt grip, and lintrack crease retention .
- (iii) Front quarter pocket tiling, pleated double thigh pockets, 2-hip pockets with button tabs and nylon fly zipper with intermittent slider.
- (iv) Split -seam tailored construction and extra-strength tandem-needle seat seam.
- (v) Shorts to fit both male and female officers.

3.23 Bike Trouser

- (i) Alitta High Impact Pant, A300N slip-on style designed to keep cool. Cut higher in back to keep waist warm.
- (ii) Side zipper and velcro straps on lower leg prevent chain rub. Elastic waistband with drawstring.
- (iii) Color: Navy Blue.

3.24 High Impact Jacket

- (i) Alitta High Impact Jacket A500NV with a zip -out sleeveless polar fleece vest that can be worn separately.
- (ii) Two zippered pockets, zip-to-neck wind collar, barrel cuffed sleeves with Velcro closures, permanent cool-mesh lining for breathable comfort.
- (ii) Color: Navy Blue

3.25 Bike Utility Shirt

- (i) Short sleeve Elbeco 5313-3 or Blauer Streetgear 8130,knit, short sleeved. shirt with unique bi-component blend of 50% CoolMax on the outside for color retention and 50% cotton on the inside for comfort.
- (ii) Sleeves must long enough to have Police Department patch or sergeant's stripes if applicable.
- (iii) 5-crease military style with lintrak crease retention process. Pleated patch pockets secure with hook and loop fastener.
- (iv) Knit sport collar, epaulets, badge eyelet's with internal support strap, and extra-long shirt tails.
- (v) Made to fit both male and female officers.
- (vi) Color: Medium blue.

3.26 Dog/Utility Trouser

- (i) Elbeco E-614, 65/35 poly-cotton, with cargo pocket.
- (ii) Color: Navy Blue

3.27 S.W.A.T., Dog and Bike Shirt Mock collar or Turtle Neck

- (i) Blauer Streetgear 8100 – longsleeve only with 92 percent combed cotton and 8% lycra.
- (ii) This shirt may require certain embroidery on the collar to indicate S.W.A.T or R.P.D. to be specified per order and it may require a multi-color embroidery like the Rockford Police Department police patch, which may be embroidered on the right breast.
- (iii) The embroidery should be heavy duty and meet the standards of the Rockford Police Department police patch.
- (iv) Color: Black or Navy Blue.

## **Bid Requirements for** **Equal Employment Opportunity**

All bidders seeking to do business with the City of Rockford are required to submit with any formal, sealed bid the following documents completed and signed:

1. Equal Employment Opportunity Affirmative Action Plan  
Statement of Policy
2. The Statement of Non-Compliance and Certificate of Non-  
**Segregated Facilities**
3. The Contractor or Vendor Workforce Data Form listing all  
current employees, by classification, directly employed  
by the bidder – Note: The number of employees must be entered  
under each category (no check marks)
4. Your State of Illinois Pre-Qualification Certification  
Number, issued by the State Fair Employment Practices  
Commission, entered in the place provided therefor

If you do not yet have State Pre-Qualification (item #4), you may, in lieu thereof, enter in the place provided on Page 6 of the EEO forms, your commitment to make application therefor within 30 days from the date of bid opening.

Any bid which fails to include the four items completed and signed listed above with your sealed bid will not be read and will not be considered.

Any questions pertaining to E.E.O. requirements should be addressed to Ron Moore, Equal Opportunity Compliance Officer, Community Development Department, 425 East State Street, Rockford, Illinois 61104, Phone: (815) 987-5622



**EQUAL EMPLOYMENT OPPORTUNITY**

**AFFIRMATIVE ACTION PLAN**

**STATEMENT OF POLICY**

It is the policy of this company, \_\_\_\_\_,  
to provide equal employment opportunity without regard to race, religion, color, national origin, handicap,  
age or sex through a program of positive action affecting all employees. In this program, our company  
carries out the requirements of Federal Executive orders 11246 and 11375, Civil Rights Act of 1964,  
Equal Employment Act of 1972, and all other applicable laws, and indicates its active support of the  
principle of equal opportunity in employment.

At present, \_\_\_\_\_% of our work force are minorities and \_\_\_\_\_% of our work force are females,  
and we will attempt to utilize minorities and females through a positive, continuing program in all jobs for  
which we contract in the future. Our company will utilize referrals from the City of Rockford's Equal  
Opportunity Compliance Division for use of minorities and females regarding any future job vacancies.

It is also our intent to make efforts to purchase supplies or equipment from small business concerns  
located in the City of Rockford or counties of Winnebago or Boone and owned in substantial part (at least  
51 per cent) by minorities or females.

\_\_\_\_\_ is the official who will be responsible for implementing  
the above policy statement.

\_\_\_\_\_ will be designated as the Equal Opportunity Officer in  
our company, responsible for submission of all required equal employment opportunity documents. In  
addition,

\_\_\_\_\_, is hereby authorized to sign payrolls as well as our  
company's officers. (NOTE: If only officers will be authorized to sign payrolls, please fill in "No One"  
in this space.)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Firm

## **STATEMENT OF NONCOMPLIANCE**

If the equal employment opportunity hearing committee determines that a contractor, subcontractor or bidder is not in compliance with this chapter, (also known as Ordinance 9-1/2 - City of Rockford Equal Employment and Business Opportunity Ordinance), the hearing committee shall issue and serve upon such person a written statement of noncompliance setting forth the manner in which it finds such person has violated this chapter, and imposing and/or requiring appropriate sanctions, including, but not limited to any and/or all of the following:

- a. Denying, suspending or revoking qualifications, or declaring the contractor or subcontractor irresponsible and ineligible for future contracts or subcontracts until such time as the contractor or subcontractor shall demonstrate to the equal employment opportunity hearing committee that it is in compliance;
- b. Withholding or delaying payment on the contractor or;
- c. Suspending, avoiding or canceling contract work.

## **CERTIFICATION OF NON-SEGREGATED FACILITIES**

The bidder certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid.

The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors from the provisions of the Equal Opportunity clause, and that he will retain such certification in his files.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Firm

## **IMPORTANT NOTE TO ALL BIDDERS**

In regards to the Bid Requirements for Equal Employment Opportunity and Affirmative Action, all forms must be completely filled out and signed or your bid will not be considered or read.

This especially applies to the “Contractor or Vendor Workforce Data Form”.

The categories must all be filled out. They include:

- A. Job Classification;
- B. Males;
- C. Females;
- D. Racial.

Bids which fail to address any of these categories will not be considered and will not be read.

Below are the Federal definitions of the following racial groups accepted as minorities by the City of Rockford:

Black: A person having origins in any of the Black racial groups of Africa, not of Hispanic origin.

Hispanic: A person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes for example, China, Japan, Korea, the Philippine Republic and Samoa.

American Indian or Alaskan Native: A person having origins in any of the original peoples of North America.

Falsification of any required Equal Employment Opportunity or Affirmative Action information on the part of the bidder could result in rejection of the bid submitted or in the case where a contract has already been awarded, in the cancellation of said contract.

Should you have any questions regarding any affirmative action or EEO requirements, please contact Ron Moore, Equal Opportunity Compliance Officer, Community Development Department, 425 East State Street, Rockford, Illinois 61104, (815) 987-5622.



The four declarations required for compliance with the laws on Equal Employment Opportunity are attached hereto. Our Illinois Department of Human Rights Number is

\_\_\_\_\_.

(We do not have an Illinois Department of Human Rights Number. In lieu thereof we will make application for it within 30 days from the date of this bid opening. \_\_\_\_\_Place checkmark on line if applicable).

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Firm

**COMPANY INFORMATION**

Female Business Enterprise (FBE)      Yes\_\_\_\_\_      No\_\_\_\_\_

Small Business Enterprise (SBE)      Yes\_\_\_\_\_      No\_\_\_\_\_

Minority Business Enterprise (MBE)      Yes\_\_\_\_\_      No\_\_\_\_\_

If yes, check the following boxes that apply:

Black/African American\_\_\_\_\_      Hispanic\_\_\_\_\_

Native American or Alaskan Native\_\_\_\_\_      Asian American\_\_\_\_\_

Total Annual Sales:    \$\_\_\_\_\_

Type of Organization:

Individual\_\_\_\_\_    Partnership\_\_\_\_\_    Corporation\_\_\_\_\_    Other\_\_\_\_\_

**BIDDING REQUIREMENT**

Certificate of Non-Barred Bidding

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

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Authorized Signature

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Title

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Firm

D2-M12  
58511/D-13

**CITY OF ROCKFORD, ILLINOIS**

**Bid On: Police Uniforms  
Bid No.: 705-P-072**

Please supply the alteration location:

Name of Location: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Phone: \_\_\_\_\_

We bid as follows:

	<u>Form</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
1.	Winter/Summer Hats	200	\$ _____	\$ _____
2.	Trooper Style Hats	30	\$ _____	\$ _____
3.	Command Officer Hats	5	\$ _____	\$ _____
4.	Leather Uniform Jacket	50	\$ _____	\$ _____
5.	All Weather (Command) Coats	5	\$ _____	\$ _____
6.	Command Officers Blouse	5	\$ _____	\$ _____
7.	Rain Coat/Hat Cover	80	\$ _____	\$ _____
8.	Pullover Wool Sweater	50	\$ _____	\$ _____
9.	Zipper Sweater	30	\$ _____	\$ _____
10.	Summer Shirts	500	\$ _____	\$ _____
11.	Winter Shirts	500	\$ _____	\$ _____
12.	75/25 Trousers	500	\$ _____	\$ _____
13.	Stockings	250	\$ _____	\$ _____
14.	Ties	250	\$ _____	\$ _____
15.	Uniform Spring and Fall Jackets	50	\$ _____	\$ _____

16. Bike Shorts	72	\$ _____	\$ _____
17. Bike Shirts	80	\$ _____	\$ _____
18. Utility Trouser (Dog and Misc.)	40	\$ _____	\$ _____
19. Mock Turtleneck (SWAT, Dog, & Bike)	80	\$ _____	\$ _____

**TOTAL ALL ITEMS \$ \_\_\_\_\_**

\_\_\_\_\_  
 Person, Firm, or Corporation

\_\_\_\_\_  
 Authorized Signature and Title