



University of North Alabama
Office of Procurement
UNA Box 5025
Florence, AL 35632
Phone: (256)765-4206
Fax: (256)765-4329

Bid No. 2010-25 For: Band Uniforms

Page 1 of 19

=====

INVITATION FOR BIDS:

Sealed Proposals for furnishing materials, equipment or services as described herein will be received at the Procurement Department, Bibb Graves Hall, Room 21, University of North Alabama, Florence, Alabama, until 2:00 p.m. local time on April 23, 2010.

It is understood that the owner may accept any or all items at the prices listed in this proposal within a period of 60 days after the bid date for these items. Time is of the essence to this bid and if delivery is not made within the time specified, the University reserves the right to cancel the order. This bid may be withdrawn at any time prior to the scheduled time for the opening of bids, or any authorized postponement thereof.

DIRECTIONS FOR MAILING BIDS:

Do not place more than one bid in an envelope. Envelopes containing more than one bid may not be opened in time for a bid to be considered.

Envelopes containing bids must be sealed, marked and addressed as follows:

ADDRESSED TO:	(If via U.S. Mail) University of North Alabama Procurement Department - Bid 2010-25 UNA Box 5025 Florence, AL 35632-0001	(If via commercial package delivery service) University of North Alabama Procurement Department - Bid 2010-25 Bibb Graves Hall, Room 21 One Harrison Plaza Florence, AL 35632-0001
---------------	--------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

BID FOR: Band Uniforms
Bid No. 2010-25

*For any questions regarding use or quality requirements
Contact Dr. David McCullough (256)765-4516; email dmmccullough@una.edu
For questions regarding bid submission
Contact the Office of Procurement, Cindy Conlon (256)765-4293; email chconlon@una.edu*

CAUTION – The above mailing address line, UNA Box 5025, is the address for the University of North Alabama Central Mail Room and is not part of the physical address for the University of North Alabama Procurement Department. Envelopes or packages addressed to this box number may not be received in the Procurement Department by the specified bid due date and time. It is the bidder's responsibility to ensure that the bid is received in the Procurement Department by the date and time specified. Bidders are strongly cautioned to mail or ship bids to allow ample time for receipt in the Procurement Department, not the Central Mail Room nor Central Receiving. Overnight or next day delivery services may not be adequate.

Bids received in the Procurement Department after the specified date and time set forth above will not be considered and will be returned to the bidder

Bids will be opened in Bibb Graves Hall, Room 21 at 2:00 p.m. local time on April 23, 2010

=====

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 2 of 19

INSTRUCTIONS TO BIDDERS

1. All bidders are to submit bids on proposal forms furnished by the Director of Procurement, University of North Alabama (forms enclosed). All bid forms are to be signed in all designated spaces by an authorized officer or employee of the bidder. Telephone bids will not be accepted. Bids submitted by "fax" machine or email will not be accepted. All bids are to be mailed or delivered in a sealed envelope.
2. All bidders shall base their proposals on the exact schedule of equipment, material or service specifications herein.
3. Pictures, descriptions, and specifications should accompany all bids when required or desirable. Samples may be required and, if so, shall be furnished free of cost to the Owner.
4. All bidders are required to submit unit prices and extended prices, where applicable, for each item bid. Where the unit price and the extended total price do not agree, the unit price shall prevail.
5. The Owner reserves the right to accept any or all items on any bidder's proposal at the unit price submitted. The Owner reserves the right to reject any and all bids and to waive informalities.
6. All prices submitted on the proposal are to be delivered prices to the University of North Alabama and shall not include any state or local sales tax.
7. Should a bidder find discrepancies in, or omissions from the bid documents or should he be in doubt as to their meaning, he should at once notify the Owner who will send written instructions to all bidders.
8. Bids received after the bid opening date and time, or any authorized postponement thereof, will not be considered.
9. **EQUAL EMPLOYMENT OPPORTUNITY/U.S. FAIR LABOR STANDARDS ACT:** By signing this proposal, bidder certifies that bidder is in compliance with the nondiscrimination clause contained in Section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex, or national origin, and the rules and regulations prescribed by the Secretary of Labor, Veteran's Act 38USC4212, Section 503 - Rehabilitation act of 1973 Title I of the Americans with Disabilities Act of 1990 42USC12101, and that any and all goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof.
10. **DISCLOSURE STATEMENT:** The successful bidder will be required to file with the Procurement Office a disclosure statement of relationship between contractors/grantees and employees/officials of the University. This form must be completed prior to issuance of the Purchase Order by the University of North Alabama. See Attachment A.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



University of North Alabama
Office of Procurement
UNA Box 5025
Florence, AL 35632
Phone: (256)765-4206
Fax: (256)765-4329

Bid No. 2010-25 For: Band Uniforms

Page 3 of 19

PROPOSAL FORM

In compliance with the University of North Alabama **INVITATION FOR BIDS** and **INSTRUCTIONS TO BIDDERS**, the undersigned hereby proposes to furnish and supply items to the University of North Alabama, Florence, Alabama, in strict accordance with the **SCHEDULE** and **SPECIFICATIONS**.

The undersigned bidder/proposer hereby certifies that it, its officers, partners, owners, providers, representatives, employees, and parties in interest, including the affiant, has not in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder/proposer, potential bidder/proposer, firm or person, in connection with this solicitation, to submit a collusive or sham bid/proposal, to refrain from bidding/proposing, to manipulate or ascertain the price(s) of other bidders/proposers or potential bidders/proposers, or to secure through any unlawful act an advantage over other bidders/proposers or the university.

The prices submitted herein have been arrived at in an entirely independent and lawful manner by the bidder/proposer without consultation with other bidders/proposers or potential bidders/proposers or foreknowledge of the prices to be submitted in response to this solicitation by other bidders/proposers or potential bidders/proposers on the part of the bidder/proposer, its officers, partners, owners, providers, representatives, employees, or parties in interest, including the affiant.

DATED: _____

COMPANY NAME: _____

BY: _____

(Signature)

(Typed or Printed Name)

(Title)

BUSINESS ADDRESS: _____

TELEPHONE: _____

Email Address: _____

TERMS: _____

If Bidder is a Corporation, write the State of Incorporation, and if a Partnership, give full name of partners, using space below.

BIDDER'S NAME: _____ **BY:** _____

Signed by Company Representative



University of North Alabama
Office of Procurement
UNA Box 5025
Florence, AL 35632
Phone: (256)765-4206
Fax: (256)765-4329

Bid No. 2010-25 For: Band Uniforms

Page 4 of 19

UNIVERSITY OF NORTH ALABAMA

VENDOR CERTIFICATION

PURSUANT TO ACT NO 2006-557

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVER INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES IN ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEREBY CERTIFYING THEIR COMPLIANCE WITH ACT NO 2006-557. THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

Bidder here certifies full compliance with Act No. 2006-557:

Date: _____

Company: _____

Authorizing Signature: _____

Printed Name: _____

Title: _____

BIDDER'S NAME: _____ **BY:** _____

Signed by Company Representative



University of North Alabama
Office of Procurement
UNA Box 5025
Florence, AL 35632
Phone: (256)765-4206
Fax: (256)765-4329

Bid No. 2010-25 For: Band Uniforms

Page 5 of 19

State of Alabama
Disclosure Statement
(Required by Act 2001-955)

ENTITY COMPLETING FORM

Agreement Number

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

()

STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

()

This form is provided with:

☐ Contract ☐ Proposal ☐ Request for Proposal ☐ Invitation to Bid ☐ Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

☐ Yes ☐ No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of good or services previously provided, and the amount received for the provision of such goods or services.

Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?

☐ Yes ☐ No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

BIDDER'S NAME: _____ **BY:** _____

Signed by Company Representative



University of North Alabama
Office of Procurement
UNA Box 5025
Florence, AL 35632
Phone: (256)765-4206
Fax: (256)765-4329

Bid No. 2010-25 For: Band Uniforms

Page 6 of 19

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

List below the name(s) and address(es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.

Signature

Date

Notary's Signature

Date

Date Notary Expires

Act 2001-995 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



University of North Alabama
Office of Procurement
UNA Box 5025
Florence, AL 35632
Phone: (256)765-4206
Fax: (256)765-4329

Bid No. 2010-25 For: Band Uniforms

Page 7 of 19

This form must be completed and returned with submission

SPECIFICATIONS /REQUIREMENTS:

The University of North Alabama (UNA) is seeking bids for new University Band Uniforms per the details outlined in the following pages. Award factors will consist of Quality, Delivery, Experience, Warranty and Cost. The quality standard is set by the specifications outlined in this bid document. All process steps and illustrations are provided for the purpose of showing intended appearance and quality expectations only, they are not intended to dictate the construction process. UNA realizes industry processes vary and may award the contract based upon quality equivalence. Any samples provided demonstrating compliance will be considered in the quality portion of the award factor, samples are NOT required. Delivery is needed *before August 26, 2010*, thus the delivery commitment must be accurate and may be a major factor in the award decision. Cost must be competitive and firm, all costs must be identified in the bid response. The University reserves the right to reject any item or proposal that it deems unsuitable for use.

QUOTE

Unit Prices must reflect F.O.B. University of North Alabama, Florence, AL 35632-0001

ITEM: Complete Uniform QTY: 250 Unit Price: \$_____ Ext. Price: \$_____

Delivery Commitment After Receipt of Order: _____

Estimated date of sample delivery (if not with bid submission): _____

REQUIRED ATTACHMENTS:

- Warranty Commitment
- Experience History (showing evidence of capability)
- References with contact details
- Certificate of Fabric Stabilization

Verbal Communications will have no change or impact on the specifications herein; only formally documented changes can be issued by the Procurement Office as an Addendum to this bid.

BIDDER'S NAME: _____ BY: _____

Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 8 of 19

GENERAL SPECIFICATIONS

SUMMARY

All major parts of the uniform are made to fit the nearest stock size from the information supplied from the company representative. This is done for better year-to-year fitting. Uniforms are to be shipped on heavy duty plastic wishbone hangers. Wood hangers are unacceptable due to their tendency to pick and pull fabric. Uniforms must be sent to the school in clear polyethylene bags to prevent soiling.

Each major part of the uniform is to have a hand woven identification number sewn into the garment for easy identification. Preference may be given to bids that include a bound booklet with the numbers of each uniform, arranged smallest to largest and a Uniform Management Program on a CD-Rom disk at no charge. If inventory booklets and software are listed in the bid, samples must be supplied with your bid.

Fabric swatches may be requested. If requested, swatches will be properly labeled to include manufacturer of fabric, weight, composition, lot number, and shade. A KAUMOGRAPH must appear when woolen or polyester and wool blend fabrics are requested (except white). Any polyester and wool blend fabric must be professional cold water and alcohol sponged, decanted, and inspected. Each bidder must submit in writing a certificate that fabric will have undergone stabilization prior to manufacturing, and said certification must be signed by a company officer.

SERVICE REQUIREMENTS

Account service is a crucial factor in the award process. The University will require a FULL TIME REPRESENTATIVE. This representative will be responsible for the measurements and working out final details of the order. It is expected that this representative will make an annual personal call on the school to inspect the uniforms and be available to consult with the director as deemed necessary.

Name and address of this representative must be included in your bid response.

UNIFORM MANAGEMENT SOFTWARE

Preference may be given to bids that include a complete uniform management software program. It is expected that said program would be available on CD-Rom and be compatible with both Mac and PC systems. This program must assign and keep complete records of uniforms in inventory and issued. The program must have the capability of uploading schools measurements from the company's website without having to manual type in names and measurements. Inventory only programs are NOT acceptable Details of this program must be included with your bid package. A demonstration may be required before an award will be made.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 9 of 19

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

Preference may be given to bids that require that all garments be UNION made and shall include the union label. This is to insure consistency and uniformity of the manufactured goods.

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 baldrics 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. This linen ticket shall be guaranteed to not fade through years of dry cleaning. 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 at the least 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. In addition, each uniform part will contain a Bar Code label for identification.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 10 of 19

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. Company must provide an area representative to handle any concerns after uniforms arrive.

F. VERIFICATION OF FABRIC PROCESSING AND STABILIZATION

Any Dacron/wool blend fabric from any vendor must be professional cold-water and alcohol-sponged, decanted, 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. 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.

COAT CONSTRUCTION SPECIFICATIONS

(See page 18 for styling 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 inner-lining is the foundation of the coat and is to carry with it a complete **limited lifetime warranty**.
- b. The inner-lining is to consist of 4 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

BIDDER'S NAME: _____ BY: _____

Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 11 of 19

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 extends 14" or more from the shoulder seam. Its shrink proof, non-woven characteristics adds more resilience to the chest and area below the armhole.
- g. The entire four-layered inner lining is sewn together with 18-21 rows of zigzag stitching.
- i. Under no circumstances is the Hymo and sewing operation to be substituted with fusing or gluing operation.
- j. Under no circumstances is a white synthetic coat canvas to be used as an inner lining, 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

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 12 of 19

into the armhole area. Merely "tacking" the shield to the lining is not acceptable.

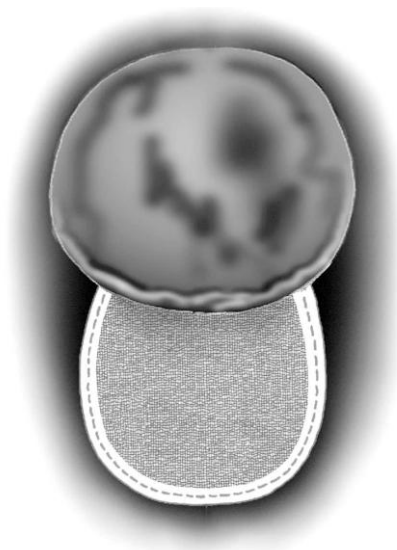


Illustration 1

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.

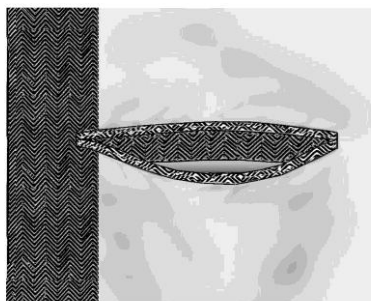


Illustration 2

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 13 of 19

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. SLEEVING

- 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.
- d. The cuff, or hem, is to have a generous 2 1/2" turn-under consisting of fabric and lining secured and constructed to allow easy altering of sleeve length. This is done utilizing an "easy alter" chain stitch.

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 cloverleaves, 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

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 14 of 19

- c. A stainless steel riveted hook and eye is to be the front closure. The hook and eye are riveted through the Mylar, Pellon and two layers of collar lining material. It is to be placed at the optimum angle to insure proper tension and comfort.
- d. A “sewn” hook and eye is not acceptable.
- e. The collar lining consists of two layers of Burlington Mills Cramerton fabric, which is 65% polyester and 35% combed cotton, pre-shrunk and non-wicking.
- f. Seven male gripper snaps are placed through both layers of the collar lining material. The snaps are supported on the inside by the laminated non-woven Pellon which also serves as a protective layer between the Mylar and the snaps. Female gripper snaps applied to the collar lining are unacceptable.
- g. The outboard side of the standing collar is to be covered with a whipcord fabric, as specified by the design specifications.
- h. The top edge of the Mylar base is bound with Cramerton fabric and has a finished welted seam on each side. The whipcord fabric is doubled over the top of Mylar base, along with the two layers of collar lining, and stitched along the top edge. This 5-layer construction results in a “beaded” edge and serves as a protection all along the top edge of the liner. This is accomplished with a SINGLE row of locked stitching through the Mylar base.
- i. A single layer of fusing tape or bridle-tape is not sufficient protection in this area and is not acceptable.
- j. The bottom edge of the standing collar is to be sewn through and through, to attach the double layers of Cramerton lining to the outer layer of whipcord. This row of stitching is immediately below the bottom edge of the Mylar foundation.
- k. Construction of the collar in this manner provides the most dimensionally stable garment, without the additional rows of needle holes.
- l. Braid trim, fabric welt, and embroidery are to be applied to the outer fabric of collar before assembly. This prevents sewing the trim “through” the Mylar core with additional rows of needle holes.

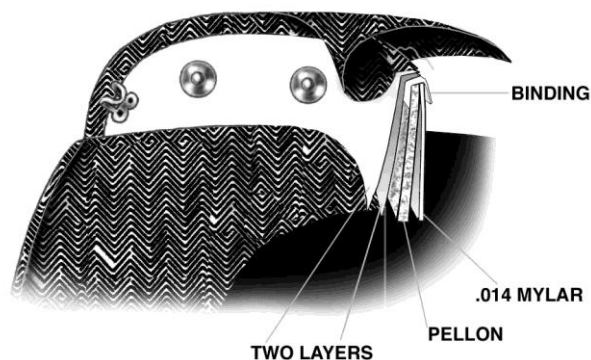


Illustration #3

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 15 of 19

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. 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.



Illustration #4

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

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 than 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.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 16 of 19

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 for 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 inner lining, 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.

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

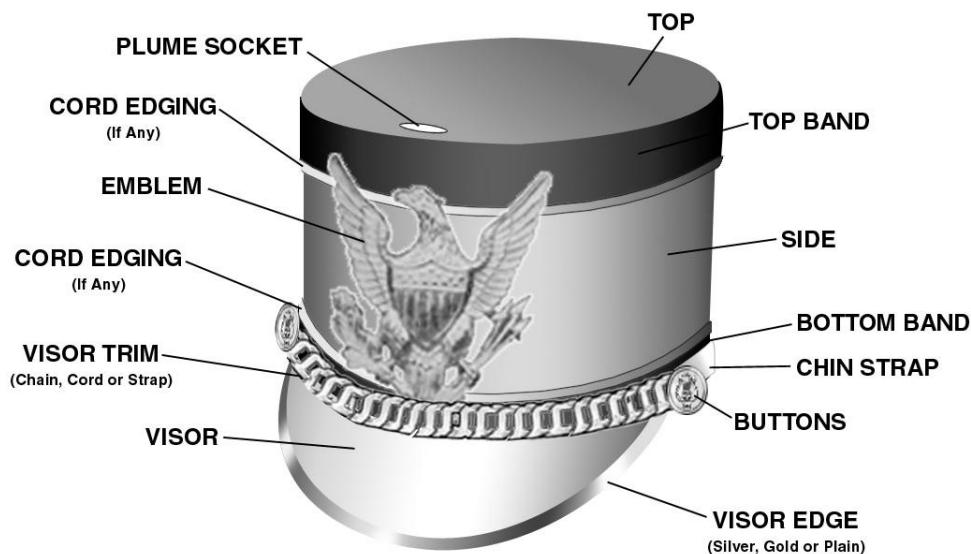
BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 17 of 19

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 discolor and 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.



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.

DeMoulin's shako box is injection molded of High Density Polyethylene, for maximum durability. Box features include a comfort-grip handle, interlocking/stackable design, feet for standing box upright, replaceable sure snap closure and maximized volume for packing headwear and plume.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



Bid No. 2010-25 For: Band Uniforms

Page 18 of 19

STYLING SPECIFICATIONS

Coat

STYLE: B434 Special cut MATERIAL: Raeford 7744 COLOR: Purple

CONSTRUCTION: Traditional

ZIPPER: Short concealed center front with (3) snaps

NOTES: 2" Shorter than standard. Taper sides. Wide shoulders. High cut pattern.

On left chest area, 4" tall embroidered "School Logo" (5) Hand sewn snaps on underside of coat for vestee.
Wrap around collar of Black, fused. Cuffs adjustable with snaps.

Trousers-#1

STYLE: B566 MATERIAL: 6938 COLOR: 9551 Off White

PERMACREAST: Yes

OPTIONS: 4-Way Crotch reinforcement

POCKETS: FOB: 1-R-Inserted

Reece welted inserted FOB pocket on upper right side of front.

Trousers-#2

STYLE: B566 MATERIAL: 6938 COLOR: Black

PERMACREAST: Yes

OPTIONS: 4-Way Crotch reinforcement

POCKETS: FOB: 1-R-Inserted

Reece welted inserted FOB pocket on upper right side of front

Shako

STYLE: 30-1 Flat Top

MATERIAL TOP: Black Vinyl SIDES: Black Vinyl

TOP BAND: Black Vinyl BTM BAND: Black Vinyl

BUTTONS: Gilt Lyre with Prong VISOR: Black with Gold Mylar

CHAIN: #200 Gilt with Spacers

ORNAMENTS: S100 GILT

CHIN STRAP: Black with Gold Buckle. Chin Chain

SPECIAL INSTRUCTIONS: Each shako to include a plastic shako box

Plume

12" French Fountain White

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



University of North Alabama
Office of Procurement
UNA Box 5025
Florence, AL 35632
Phone: (256)765-4206
Fax: (256)765-4329

Bid No. 2010-25 For: Band Uniforms

Page 19 of 19

Vestee

Vestee of 207 Purple Crushed Velvet with double pointed bottom. Vestee bound across bottom with DS Black binding. 3" wide diagonal of 212-54 Gold permanently attached down left side of vestee coming to a point below bottom of vestee. Baldric bound with DS Black binding. (3) 30/Gilt Half Ball buttons down center of vestee. Vestee to snap on underside of Coat. Canvas backed.

Gauntlets

STYLE: B539 MATERIAL: 6938 CLR: 9551 Off White

Sideways "V" shaped welt of 212-54 Gold set flush to top edge. Welt edged across bottom with 1/4" 0260 Purple 2474. "L" shaped veclo for closure. Gauntlets to be Canvas backed.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative