



53 Gibson Road
Goshen, New York 10924

REQUEST FOR BIDS FOR:

Uniforms & Embroidery

BID NUMBER:

RFB-OUB-38-2026

BIDS DUE:

Tuesday, June 23rd, 2026 @ 2:00 PM



IMPORTANT NOTICE TO POTENTIAL BIDDERS

Bid Submission Requirements

1. **Review Terms and Conditions**

It is essential to thoroughly review the terms and conditions of this Request for Bids (RFB) and any associated documents. Please note that the format of our RFB documents and some terms and conditions may have changed.

2. **Bid Submission Requirements**

- a. **Hard Copy Submissions:** If submitting a hard copy, you **MUST** provide **duplicate copies**. One copy should be the **original document** containing signatures in **blue ink**, along with a duplicate of the original. Bids should be accompanied by a copy on a **flash drive**.
- b. **Electronic Submissions:** If submitting electronically on Bidnet, the bid must be accompanied by a scanned hard copy of all required signature pages. Only pages that require completion need to be returned. (see checklist)

3. **Submission Deadlines**

If submitting hard copies, bids must be **mailed (or dropped off) and received** no later than the **date and time** specified in this RFB or any amendments issued. **Late bids will not be accepted**. Time for drop-offs is between 8am and 2pm.

4. **Packaging and Labeling**

Bids must be placed in a **sealed envelope**, clearly marked with the following:

- a. Title of the bid
- b. Bid number
- c. Submission date and time
- d. Please also mark any express envelopes used with the Bid Number.
Faxed or emailed submissions are not acceptable and will be discarded upon receipt.

5. **Notarization Requirements**

The following documents must be **notarized**:

- a. Certification of Compliance with the Iranian Divestment Act
- b. Non-Collusive Certification
- c. Conflict-of-Interest Certificate
- d. Bidder's Statement on Sexual Harassment

6. **Please see the checklist at the end of this bid..**

By submitting this Request for Bids, you are asking Orange Ulster BOCES and/or its participating school districts to accept your offer for the sale of goods or services. It is important that you **READ** and **UNDERSTAND** all terms and conditions contained herein, as well as understand the laws that govern Municipal Purchasing in the State of New York. Once the BOCES has opened bids, there can be no changes to price or terms, unless clearly specified in this document.



In addition, there are no provisions to cancel after an award is made, except by the BOCES, which maintains a unilateral right to cancel or extend in accordance with the terms of this RFB.

Quantities are not a guarantee, they are listed based on past or anticipated usage, and are as accurate as we can ascertain.

The contract, if awarded, will be to the lowest responsive/responsible bidder(s) in part on an item-by-item basis or group, or in whole taking into consideration the reliability of the bidder, the quality of the materials, equipment or supplies to be furnished, their conformity with the specifications, purpose for which required and the terms of delivery. Orange-Ulster BOCES guarantees no minimum or maximum purchases or contracts as a result of award of this bid.

If you do not agree with these terms, you should not submit a bid.

Penalties for non-performance under this RFB are contained on page 19.

In addition to these penalties, you may:

1. Be listed as non-responsible and be ineligible for future bid awards if you fail to perform.



NOTICE TO BIDDERS

The Board of Cooperative Educational Services, Sole Supervisory District of Orange and Ulster Counties, popularly known as B.O.C.E.S. (in accordance with Section 103 of Article 5-A of the General Municipal Law), hereby invite the submission of sealed bids for:

RFB-OUB-38-2026 Uniforms and Embroidery

For the Sole Supervisory District of Orange and Ulster Counties. The Bids will be received until **2:00 p.m. on Tuesday the 23rd of June 2026**, at the Orange-Ulster BOCES, Administration Building Entrance, 53 Gibson Road, Goshen, NY 10924-9777 at which time the bids will be publicly opened and read.

BOARD OF COOPERATIVE EDUCATIONAL SERVICES SOLE SUPERVISORY DISTRICT OF ORANGE AND ULSTER COUNTIES.

By: Laurie Catal, Purchasing Coordinator - Published in Times Herald Record June 1, 2026

BID DISTRIBUTION

Bid documents are distributed through Empire State Purchasing Group official website at www.empirestatebidsystem.com. Vendors are encouraged to visit this site to register, in order to ensure that they receive future bids and addenda. If you have not registered on this site, you may not receive addenda that could be vital to your bid submission.

The only sources of “official” distribution of bid documents are through the Business Office of Orange Ulster BOCES, BOCES Website or Bid Net’s national website. If you’ve obtained this bid from a source other than those listed, you are encouraged to contact BOCES to receive an “official” copy. You are not guaranteed to receive important addenda or information regarding this bid if not registered with BOCES or have obtained copies of this RFB officially. Failure to respond to a bid on “official” proposal copies may result in disqualification.

The Orange-Ulster BOCES (the “BOCES”) has authorized the electronic submission of bids as an alternative to other approved hard copy submissions outlined above. The BOCES is only accepting electronic bids via the BidNet platform at: <https://www.bidnetdirect.com/new-york/orange-ulster-boces>. E-mail or fax bid submissions are not acceptable and will not be considered.

Bidders wishing to submit bids electronically must first register on the following web-address <https://www.bidnetdirect.com/register>. While BidNet does offer premium paid options, bidders are not required to pay for either the vendor registration or the submission of bids. Further, whether the bidder has opted for a premium paid option does not have any impact on the award process.

Failure to comply with the forgoing procedures may result in a delay in the BOCES receiving the bid submission. All bid submissions must be received by June 23rd by 2 PM. Any bid received after June 23rd at 2 PM, for any reason, will be deemed untimely and will not be opened or considered in the contract award process



CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the "Act"), Chapter 1 of the 2012 Laws of New York, a new provision has been added to State Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the School District receive information that a Bidder/Contractor is in violation of the above-referenced certification, the School District will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the School District shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default. The School District reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, _____, being duly sworn, deposes and says that he/she is the _____ of the _____ Corporation and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

SIGNED

SWORN to before me this _____ day of _____ 20__

Notary Public: _____



OR (Fill only if previous page is not filled)

**DECLARATION OF BIDDER'S INABILITY TO PROVIDE CERTIFICATION OF COMPLIANCE WITH THE
IRAN DIVESTMENT ACT**

Bidders shall complete this form if they cannot certify that the bidder/contractor or any proposed subcontractor is not identified on the Prohibited Entities List. The district reserves the right to undertake any investigation into the information provided herein or to request additional information from the bidder.

Name of the Bidder: _____

Address of Bidder _____

Has bidder been involved in investment activities in Iran? _____

Describe the type of activities including but not limited to the amounts and the nature of the investments (e.g. banking, energy, real estate):

If so, when did the first investment activity occur? _____

Have the investment activities ended? _____

If so, what was the date of the last investment activity? _____

If not, have the investment activities increased or expanded since April 12, 2012?

Has the bidder adopted, publicized, or implemented a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran?

If so, provide the date of the adoption of the plan by the bidder and proof of the adopted resolution, if any and a copy of the formal plan. _____

In detail, state the reasons why the bidder cannot provide the Certification of Compliance with the Iran Divestment Act below (additional pages may be attached):



Orange-Ulster Board of Cooperative Educational Services

Administration Office
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I, _____ being duly sworn, deposes and says that he/she is the _____ of the
_____ Corporation and the foregoing is true and accurate.

SIGNED

SWORN to before me this _____ day of _____ 20__

Notary Public: _____



REQUEST FOR SAFETY DATA SHEETS

In accordance with amendments to the New York State Labor Law and the OSHA Hazard Communication Standard, we hereby request that you provide us with the following information on any and all substances that you will supply to us as a result of this bid. Further, if in the future you should supply us with any substances, either as a part of this bid or as an individual order, we also request that you provide us with the same following information at the same time you provide such substances.

The information we request that you provide us with dated Material Safety Data Sheets, which include at a minimum the following:

1. The name of any hazardous ingredients, including the generic or chemical name.
2. The CASE Registry Number of the chemical ingredients and physical and chemical characteristics of the mixture in total.
3. The level at which exposure to the substance is determined to be hazardous, by OSHA, ACGIH, NFPA, NIOSH, IARC, NTP.
4. The acute and chronic health effects of exposure and primary routes of entry into the body.
5. The potential for flammability, explosion, reactivity, and other hazards of such substances.
6. Appropriate emergency/first aid procedures.
7. Proper precautions for safe handling and recommended engineering control.
8. Procedures for clean-up of leaks and spills.

With respect to any substance for which you do provide us the foregoing information, we request that you also provide us with all updated information as it becomes available. We will hold you liable for any failure on your part to comply with this request.

We look forward to your anticipated cooperation and we thank you for helping us keep our employees informed about the toxic substances they come into contact with at work.



I. GENERAL INFORMATION

All invitations to bid issued by the Board of Cooperative Educational Services will bind bidders and successful bidders to the conditions and requirements set forth in these general conditions and such conditions shall form an integral part of each purchase contract awarded by the Board of Cooperative Educational Services.

1. Sealed proposals for the furnishing and delivery, and installing, where called for, of the services, materials, equipment and/or supplies, as required by the Board of Cooperative Educational Services, and as set forth in the following specifications prepared under the direction of said Board of Cooperative Educational Services, will be opened in the Office of the Business Administrator of the Board of Cooperative Educational Services, on the day and hour stated on "Notice to Bidders" page.
2. The person, firm or corporation making such proposal shall submit it in a sealed envelope to the Coordinator of Purchasing, or his duly designated representative at the place herein mentioned on or before the hour and day stated on "Notice to bidders" page, and the envelope shall be endorsed on the face thereof, with the name of the person, firm or corporation making such proposal, the date of the bid opening, the bid identification number and the title of the services, materials, equipment and/or supplies for which such proposal is made.
3. It is the bidder's responsibility to ensure that their bid is received by the Purchasing Department in a timely manner. All bids received after the time stated in the "Notice to Bidders" may not be considered and will be returned unopened to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the Board of Cooperative Educational Services. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified. The bid proposal shall be delivered in a sealed envelope, clearly marked with the name of the bidder and the Bid # and Title on the outside of the envelope.
4. **Bids must not be attached to or enclosed in packages containing bid samples.** Telephoned quotations and/or e-mails or amendments will not be accepted at any time.
5. The submission of a bid will be construed to mean that the bidder is fully informed as to the extent and character of the supplies, materials, or equipment required and a representation that the bidder can furnish the supplies, materials, or equipment satisfactorily in complete compliance with the specifications.
6. No alteration, erasure or addition is to be made in the typewritten or printed matter. Deviations from the specifications must be set forth in a "substitute bid list" submitted by the bidder.
7. Prices and information required, except signature of bidder, should be type-written for legibility. Illegible or vague bids may be rejected. All signatures must be written in **BLUE INK**. Facsimile, printed or typewritten signatures are not acceptable.
8. The bidder shall insert the price per stated unit and the extension against each item in the schedules hereto annexed, which he proposes to furnish, deliver and install, where called for. In the event of a discrepancy between the unit price and the extension, the unit price will govern.
9. The price bid for each item must be net and must include all delivery charges fully prepaid by the successful bidder to the destination indicated in the proposal, installation, preparation, clean up or other charges. Title shall not pass until items have been delivered and accepted.



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10. All specifications are minimum standards, and accepted bid samples do not supersede specifications for quality unless bid sample is superior, in which case deliveries must be the same identity and quality as accepted bid sample.
11. No interpretation of the meaning of the specifications or other contract document will be made to any bidder orally. Every request for such interpretation should be in writing using Page 19 in accordance with the instructions contained on that page. Notice of any and all such interpretations and any supplemental instructions will be sent to all bidders of record by the Board of Cooperative Educational Services in the form of addenda to the specifications. All addenda so issued shall become a part of the contract documents.
12. No charge will be allowed for federal, state, or municipal sales and excise taxes, in that the Board of Cooperative Educational Services is exempt there from. The price bid shall be net and shall not include the amount of any such tax. Exemption Certificate, if required, will be furnished on forms provided by the bidder.
13. No charge will be allowed for cases, boxes, carboys, bottles, etc., nor for freight expenses, expressage, or cartage. No empty packages cases, boxes, carboys, bottles, etc., will be returned to the bidder or contractor and none will be paid for by the Board of Cooperative Educational Services. Such empty cases, boxes, etc., must be removed by the bidder or contractor at his own expense.

NO ADDITIONAL SHIPPING CHARGES AND/OR SURCHARGE (INCLUDING BUT NOT LIMITED TO, FUEL SURCHARGE) will be paid by the BOCES or any of its Component School Districts. All shipping charges must be included in the bid prices, additional shipping charges will result in rejection of bid.

14. Bidders are requested to notify immediately the BOCES Business Office of any discrepancies found in these specifications. Phone Goshen, New York (845) 291-0180.
15. Each bidder must state that their proposal, bid, and/or quotation is made without any connection with any other person or firm making any proposal, bid and/or quotation for the materials and/or installation listed. Each bidder must also state that no officer or member of the Board of Cooperative Educational Services is directly or indirectly interested therein or in the supplies to which it relates, or to any portion of the profits thereof.
16. The Board of Cooperative Educational Services reserves the right to accept this bid by item or as a whole or, in its discretion, reject any and all bids and re-advertise in the manner provided by Section 103 of the General Municipal Law. Also reserved is the right to reject, for cause any bid in whole or in part; to waive technical defects, qualifications, irregularities, and omissions if, in its judgment, the best interests of the Board of Cooperative Educational Services will be served. Also reserved is the right to reject bids and to purchase items on New York State Contract, if such items can be obtained on the same terms, conditions, specifications, and at a lower price.
17. All bidders must agree that, pursuant to Section 103A and 103B of the General Municipal Law, this bid and any subsequent bid award will be terminated and canceled on failure of the contractor or its principals to sign a waiver of immunity or answer any relevant questions, before a Grand Jury, concerning any bid award, contract, or purchase order, as the case may be and which may be a result of this bid.
18. These instructions and general requirements are to be considered an integral part of all proposals.



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19. Forty-Five (45) days after the date of the bid opening, in the event that no awards have been made, all bids shall become null and void.
20. Awards will be made to the lowest responsible bidder, as will best promote the public interest, taking into consideration the reliability of the bidder, the quality of the materials, equipment or supplies to be furnished, their conformity with the specifications, purpose for which required and the terms of delivery.
21. Each bid will be received with the understanding that the acceptance thereof in writing by the Board of Cooperative Educational Services, to furnish any of all items described therein shall constitute a contract between the successful bidder and the Board of Cooperative Educational Services, approved by the Board of Cooperative Educational Services, to furnish any of all items described therein shall constitute a contract between the successful bidder and the Board of Cooperative Educational Services. The contract shall bind the successful bidder on his part to furnish and deliver at the prices and in accordance with the conditions of this bid. The contract shall bind the Board of Cooperative Educational Services on its part to order from such successful bidder (except in the case of emergency) and to pay for at the contract prices all items ordered and delivered.
22. In the case of a Force Majeure/State of Emergency situation that falls on a bid opening day, we will reschedule for the next business day at the same time as was stated in the bid. We will post all of the delay bid opening information on our website www.ouboces.org to publicly notify all bidders about this specific bid situation and stating the new bid opening time.
23. Verbal explanations or instructions given by a BOCES employee to a proposer in regard to this solicitation will not be binding. Formal requests for clarification of this Bid/RFP or questions regarding the terms of this Bid/RFP are to be directed in writing (see Page 24). Any information given to a proposer in response to a formal request will be furnished to all proposers as an amendment to this solicitation, if such information is deemed necessary for the preparation of proposals, or if the lack of such information would be detrimental to submission of uniform proposals. Only such amendments, when issued by the Orange-Ulster BOCES Purchasing Department, will be considered as being binding.
24. Purchases must also be compliant with any funding source requirements. See, for example, the requirements of Title 2: Grants and Agreements, of the Code of Federal Regulations (CFR), Part 200 – Uniform Administrative Requirements, cost Principles, and Audit requirements for Federal Awards (“Uniform Guidance”) §200.318.200.326 and any updates therein.

II. COMPLETION OF BID FORM

25. Where items or articles of equipment or supplies are designated as manufactured by a specific manufacturer, it is to be understood that the article as specified represents an accepted standard. Where certain brands of materials, apparatus, or equipment are specified, such goods have been selected in order to establish a standard for the particular service required; but it is not the intention to limit competition thereby.
26. All bids must be submitted on and in accordance with the forms provided by the Board of Cooperative Educational Services.



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- A. If the bidder proposes to furnish the article which is specified, he is to fill in the amount on the line indicated.
- B. If the bidder desires to bid on an "or equal" for the article specified, which is claimed to be equivalent to the standard specified, the bidder must enter the price on the "or equal" line and indicate the Item Number, Brand Name, The Quantity, and give a complete description of the item, the unit price and the extension price.
- C. If the bidder proposes to furnish a substitute item the bidder must furnish a complete description of the item, which shall include, but not be limited to: make, model, size, color, dimensions, gage, etc. In addition, the bidder must indicate how the substitute item differs from the specified item.

SUBSTITUTE ITEMS MUST BE ON A SEPARATE BID FORM. THE ITEM MUST ALSO BE CLEARLY IDENTIFIED AS A SUBSTITUTE ITEM.

- D. Where "or equal" is quoted on the vendor for items stated in the specifications as "or equal" it shall mean the approval by the board of Cooperative Educational Services. In cases where the bid is based upon an "or equal" item, the bidder may be asked to submit a sample; and a complete catalog description of the item should accompany the bid. Samples will be returned, if so desired, as soon as award is made.
 - E. Where substitute bids are submitted by the vendor the decision to accept the substitute shall be the sole decision of the Board of Cooperative Educational Services. The bidder may be asked to submit a sample; and a complete catalog description of the item should accompany the bid. Samples will be returned, if so desired, as soon as award is made.
 - F. All items not clearly labeled as "or equal" or a substitute will be deemed to be as specified and must be exactly as specified in the description.
27. Unless the schedule contains a complete specification, items listed in the schedule must be equal to the sample on exhibition at the office of the Business Administrator or the same as the sample provided by the vendor. Items delivered by successful bidder must be equal in all respects to the sample or to those referred to by catalog number on the bid specifications.
28. All prices quoted must be "per unit" as specified (e.g. do not quote "per case" when "per dozen" is requested; otherwise the bid may be rejected).
29. The vendor must complete ALL information required on the bid form. Failure to fully complete all parts of any line item may cause the bid to be rejected (e.g. if the bid calls for a "per quart" item and also requires that "per ounce" cost be indicated you should show BOTH costs).

III. SUBSTITUTE OR "OR EQUAL" ITEMS

30. It is the bidder's responsibility to demonstrate that the items they are bidding are equal to the bid specifications. Therefore, when a bidder is proposing an "or equal" item or a substitute item the bidder must provide sufficient documentation and/or samples to allow the Board of Cooperative Educational Services to make a determination.



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- A. The documentation or samples must be clearly labeled as to the line-item number and bid.
- B. Documentation must include size, weight, chemical composition or other such information so that it may be compared to our bid specification.
- C. Failure to provide sufficient documentation may result in the substitute or “or equal” item not being considered.

IV. QUANTITIES

- 31. All quantities listed are approximate and may be increased or decreased by the Board of Cooperative Educational Services at the time of purchase. The quantity indicated represents only our estimate and is not intended to be an exact quantity. The Board of Cooperative Educational Services reserves the right to increase or decrease their portion of the total estimated quantities, as is in the best interest of the Board of Cooperative Educational Services.

V. SAMPLES

- 32. When samples are required, they must be clearly labeled with bid number and line-item number. Samples must be provided at the bidder’s expense.
- 33. If a sample is for more than one line item the samples must clearly identify each line item. If the sample is not exactly as will be provided any difference must be clearly identified.
- 34. Samples must be provided for all “or equal” or substitute items.
- 35. Samples will be returned to all bidders upon request at the bidder’s expense. Samples may be used as part of the evaluation process and may not be returned in original or usable condition.
- 36. It is the bidder’s responsibility to provide all samples by the specified time and date to the proper location otherwise the bid may not be considered.
- 37. Samples, when required, must be submitted strictly in accordance with instructions; otherwise, the bid may not be considered. Samples must be furnished free of charge and must be accompanied by descriptive memorandum invoices indicating if the bidder desires their return and specifying the address to which they are to be returned, provided they have not been used or made useless by tests. Award samples may be held for comparison with deliveries. The Board of Cooperative Educational Services will not be responsible for any samples destroyed or mutilated by examination or testing. Samples shall be removed by the bidder at his expense. Samples not removed within fifteen (15) days after written notice to the bidder will be regarded as abandoned and the Board of Cooperative Educational Services shall have the right to dispose of them as its own property.

VI. INSURANCE

- 38. In contract and/or purchase order, involving delivery and installation or any material and equipment, the successful bidder shall take out and maintain, until the accepted completion of the work, workman’s compensation insurance for all of its employees employed on the site of the project, and in case any work



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is sublet, the successful bidder shall require the sub-contractor similarly to provide Workman's Compensation Insurance for all of the latter's employees so as to keep the Board of Cooperative Educational Services free from blame in any one and/or series of occurrences involving sickness and/or personal injury.

39. In contracts and/or purchase orders involving the providing of services, the installation of any materials and/or equipment, the successful bidder shall take out and maintain, until the accepted completion of the work, Public Liability and Property Damage Insurance as shall protect him, any sub-contractor performing work covered by these specifications and the board of Cooperative Educational Services, from claims for damages for personal injury, including accidental death, as well as from claims for property damage which may arise from any operation in connection with these specifications, whether such operation be by himself, any sub-contractor or by anyone directly or indirectly employed by them. Public Liability Insurance shall be in an amount of not less than \$1,000,000.00 for injuries, including wrongful death, to any one person and subject to the same limit for each person in an amount of not less than \$1,000,000.00 on account of one (1) accident. Property Damage Insurance in an amount not less than \$500,000.00 for damages on account of all accidents is required. Certificates of Insurance on the foregoing may be required from the successful bidder (See sample certificate on the following page).



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Orange-Ulster BOCES requires that insurance shall be procured with the specified coverage amounts required and an insurance declaration page and/or copy of the policy provided prior to a purchase order or payment. The declaration page or policy provided must name "Orange-Ulster BOCES" as a named additional insured. In addition, if the service being provided is considered a "Professional Service", a "Certificate of Professional Liability" must be provided naming Orange-Ulster BOCES as a named insured.

Network Security and Privacy Error Liability: A policy including but not limited to coverage for privacy and network security liability: 1st and 3rd party liability, wrongful disclosure of data, disclosure of HIPAA protected health information \$1,000,000 each occurrence or claim and \$3,000,000 in the annual aggregate.



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| ACORD - CERTIFICATE OF LIABILITY INSURANCE | | | | | | DATE (01/01/04) |
|--|--|-------------------------------------|----------------------------------|---|-------------------------------------|-----------------|
| PRODUCER | | CONTRACTORS AGENT NAME & ADDRESS | | THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY BEL | | |
| INSURED | | CONTRACTOR NAME & ADDRESS | | INSURERS AFFORDING COVERAGE | | |
| | | | | INSURER A: | INSURANCE CARRIER "A" | |
| | | | | INSURER B: | INSURANCE CARRIER "B" | |
| | | | | INSURER C: | INSURANCE CARRIER "C" | |
| | | | | INSURER D: | INSURANCE CARRIER "D" | |
| | | | | INSURER E: | | |
| COVERAGES | | | | | | |
| THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. | | | | | | |
| | TYPE OF INSURANCE | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YY) | POLICY EXPIRATION DATE (MM/DD/YY) | LIMITS | |
| A | GENERAL LIABILITY | POLICY NUMBER | DATE | DATE | GENERAL AGGREGATE | \$ 2,000,000 |
| | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | | | | PRODUCTS - COMP/OP AGG | \$ 2,000,000 |
| | <input type="checkbox"/> CLAIMS MADE | | | | PERSONAL & ADV INJURY | \$ 1,000,000 |
| | <input checked="" type="checkbox"/> OCCUR OWNERS & CONTRACTOR'S PROT | | | | EACH OCCURRENCE | \$ 1,000,000 |
| | | | | | FIRE DAMAGE (Any one fire) | \$ 50,000 |
| | | | | | MED EXP (Any one person) | \$ 5,000 |
| B | AUTOMOBILE LIABILITY | POLICY NUMBER | DATE | DATE | COMBINED SINGLE LIMIT (Ea accident) | \$ 1,000,000 |
| | <input checked="" type="checkbox"/> ANY AUTO | | | | BODILY INJURY (Per person) | \$ |
| | <input type="checkbox"/> ALL OWNED AUTOS | | | | BODILY INJURY (Per accident) | \$ |
| | <input type="checkbox"/> SCHEDULED AUTOS | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | <input type="checkbox"/> HIRED AUTOS | | | | | |
| | <input type="checkbox"/> NON-OWNED AUTOS | | | | | |
| | GARAGE LIABILITY | | | | AUTO ONLY -EA ACCIDENT | \$ |
| | <input type="checkbox"/> ANY AUTO | | | | OTHER THEN EA ACC | \$ |
| | | | | | AUTO ONLY: AGG | \$ |
| C | EXCESS LIABILITY | POLICY NUMBER | DATE | DATE | EACH OCCURRENCE | \$ 1,000,000 |
| | <input checked="" type="checkbox"/> UMBRELLA FORM | | | | AGGREGATE | \$ 1,000,000 |
| | <input type="checkbox"/> OTHER THEN UMBRELLA FORM | | | | | \$ |
| D | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | POLICY NUMBER | DATE | DATE | WC STATUTORY LIMITS | OTH - ER |
| | <input checked="" type="checkbox"/> THE PROPRIETOR/PARTNER/EXECUTIVE OFFICERS ARE: | | | | E.L. EACH ACCIDENT | \$ STATUTORY |
| | <input type="checkbox"/> INC | | | | E.L. DISEASE - POLICY LIMIT | \$ STATUTORY |
| | <input type="checkbox"/> EXC L | | | | E.L. DISEASE - EA EMPLOYEE | \$ STATUTORY |
| | OTHER | | | | | |
| DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS/ ADDED BY ENDORSEMENT/SPECIAL PROVISIONS ORANGE-ULSTER BOCES IS HEREBY NAMED AS A COMMERCIAL GENERAL LIABILITY, AUTOMOBILE LIABILITY AND UMBRELLA LIABILITY ADDITIONAL INSURED ON A PRIMARY AND NON-CONTRIBUTORY BASIS AS RESPECTS WORK PERFORMED FOR THE INSURED. | | | | | | |
| CERTIFICATE HOLDER | | ADDITIONAL INSURED ; INSURER LETTER | | CANCELLATION | | |
| ORANGE-ULSTER BOCES 53 GIBSON ROAD GOSHEN, NY 10924 | | | | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 15 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. | | |
| | | | | AUTHORIZED REPRESENTATIVE <i>John Doe</i> | | |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

VII. INSPECTION OF SITE

40. At the time of the opening of the bids, each bidder will be presumed to have inspected the site and to have examined and to be thoroughly familiar with the drawings, general requirements and specifications (including all addenda thereto). The failure and/or omission of any bidder to receive or examine any drawings, forms, instructions, or documents shall in no way relieve such bidder from any obligation in respect to his bid.

VIII. ADDENDUM

41. Any addenda sent to the contractors shall be as binding and take precedence over the original part of the specifications to which they refer. Interpretations and clarifications of all parts of the specifications may be had at the Office of the Business Administrator on or before the date of the opening of the bids. After the opening of the bids, all interpretations and meanings of the specifications will be made by the Board of Cooperative Educational Services.

IX. INSTALLATION

42. The contractor shall furnish, deliver, and install completely, unless otherwise noted, material and equipment described in the specifications, with all appurtenances, parts or accessories not specifically mentioned in the articles described but necessary to render the equipment complete and ready for operation. All these parts and/or accessories shall be included in the bid price.
43. All of the furnishings and/or equipment furnished and installed under this contract shall be guaranteed by the contractor, in writing, for one (1) year after completion against any and all defects which are the result of improper design, materials, construction or installation, if called for. Immediately upon notice by the owner (at any time during the guarantee period), the contractor shall fully make good such defects by replacing same with new work, without cost to the owner.

Prior to installation it is the responsibility of the vendor to be familiar with the site.

The vendor must bid a fixed price for installation.

The time and date of installation must be approved by the School District prior to starting any installation.

X. TERM OF CONTRACT

44. This contract will be valid beginning **July 20th, 2026 through January 19th, 2027**. Orange-Ulster BOCES reserves the right to extend the contract for up to six (6) additional (6) six-month periods, at the sole option of the purchasing agent's recommendation, the Board of Education's approval, and under all terms and conditions of the original RFB.

The term of the contract to the selected bidder will be for a period of six (6) months. After the initial contract period, the contract may be extended by BOCES and the contractor; however, any increase may not exceed the current price plus the Consumer Price Index (CPI) no more than 30 days prior to the contract renewal date, as published by the Bureau of Labor Statistics, Dept of Labor, unless regulations relative to contract renewals are modified during the term of the contract.



XI. NOTICE OF AWARD

45. The placing in the mail of a notice of award or purchase order to a successful bidder to the address given in his bid will be considered sufficient notice of acceptance of contract.
46. Each vendor shall receive a notice of items recommended to be awarded to their firm. However, quantities are only estimated. The Board of Cooperative Educational Services is responsible for placing its own order. The successful vendor shall only ship items upon the receipt of a properly executed purchase order from the Board of Cooperative Educational Services.

XII. FAILURE TO PERFORM OR DELIVER

47. If the successful bidder fails to deliver within the time specified in the bid specifications or on the purchase order or within reasonable time as interpreted by the Board of Cooperative Educational Services (normally 14 days from receipt of purchase order) or fails to make replacement of rejected articles when so requested immediately or as directed by the Board of Cooperative Educational Services, the Board of Cooperative Educational Services may purchase from other sources to take the place of the item rejected or not delivered. **The Board of Cooperative Educational Services reserves the right to authorize immediate purchase from other sources against rejections on any contract when necessary. On all such purchases the successful bidder agrees to reimburse the Board of Cooperative Educational Services promptly for excess costs caused by such purchases. Should the cost be less, the successful bidder shall have no claim to the difference. Such purchases will be deducted from contract quantity.**
48. If the successful bidder fails to deliver as ordered, the board of Cooperative Educational Services reserves the right to cancel the contract and purchase the balance from other sources at the successful bidder's expense.

XII. CANCELLATION AND TERMINATION

49. A contract may be cancelled at the successful bidder's expense upon non-performance of contract.
50. Cancellation of contract for any reason may result in the Board of Cooperative Educational Services classifying your firm as non-responsible following an appropriate responsibility hearing. In addition, the Board of Cooperative Educational Services may pursue any legal remedy available under the law.
51. The right is reserved by the Board of Cooperative Educational Services to cancel any purchase order or part thereof if said order is not filled within the contract time or stated in the bid document, or on the purchase order issued by the Board of Cooperative Educational Services.
52. Forty-Five (45) working days after the date of the opening, in the event that no awards have been made, all bids shall become null and void.

XIV. ASSIGNMENT OR TRANSFER OF BID AWARD

53. It is mutually understood and agreed that the successful bidder shall not assign, transfer, convey, sublet or otherwise dispose of the contract or his right, title, or interest therein, or his power to execute such



contract, to any person, company or corporation without the previous written consent of the Board of Cooperative Educational Services.

XV. PERIOD OF THE BID

54. Bid prices must be honored by the vendor for the period indicated in these specifications. The bid award may be extended beyond the bid period by mutual consent of the successful bidder and the Board of Cooperative Educational Services. The length of the extension will be determined by mutual consent of the participating parties for up to one year.

XVI. DELIVERY – FOB DESTINATION, FREIGHT PAID

55. Delivery will be required to be made to the Board of Cooperative Educational Services as follows unless otherwise noted. All equipment and material shall be delivered and placed where directed inside the building, unless the schedules or purchase order issued to the successful bidder thereon indicated otherwise. The contractor will be required to furnish proof of delivery in every instance. No help for unloading will be provided. Suppliers should notify their truckers accordingly. Deliveries shall be made between the hours of 9:00 a.m. to 3:00 p.m., Monday through Friday unless otherwise noted by the Board of Cooperative Educational Services. Notice of delivery shall be made twenty-four (24) hours in advance. All materials and supplies must be securely packed in uniform containers, adequately marked as to contents and delivered without damage or breakage in such units specified in schedules.
56. Each purchase order shall constitute an order. Items contained therein should be shipped by the vendor within **ten (10) days** of the receipt of each purchase order due to the time constraints necessitating student uniforms for participation in certain activities. Items not delivered on a timely basis shall be dealt with in accordance with the provisions outlined in the failure to perform section.
57. The Board of Cooperative Educational Services reserves the right to order additional quantities of equipment including installation for other locations.
58. The Board of Cooperative Educational Services will not schedule any deliveries for Saturdays, Sundays, or legal holidays.
59. Items shall be securely and properly packed for shipment, storage and stocking in new shipping containers and according to accepted commercial practice, without extra charge for packing cases, baling or sacks.
60. The successful bidder shall be responsible for delivery of items in good condition at point of destination. They shall file with the carrier all claims for breakage, imperfections, and other losses, which will be deducted from invoices. The Board of Cooperative Educational Services will note for the benefit of successful bidder when packages are not received in good condition.



61. All deliveries shall be accompanied by delivery tickets or packing slips. Ticket shall contain the following information for each item delivered:

- Purchase Order Number
- Names of Articles
- Item Number
- Quantity
- Name of Successful bidder

62. Cartons shall be labeled with purchase order number, successful bidder's name and general statement of contents. Failure to comply with this condition shall be considered reason for refusal to accept the goods.
63. Successful bidders will be notified by receipt of a purchase order. The purchase order number MUST appear on the outside of all packages, on invoices, packing slips, claims, and correspondence.
64. The right is reserved by the board of Cooperative Educational Services to cancel any purchase order or part thereof, if said order is not filled within the time stated in the bid document or on the purchase order or within a reasonable time if not stated in the bid document or on the purchase order.

XVII. PAYMENT

65. Payment will be made only upon successful completion of the purchase order issued by the Board of Cooperative Educational Services.
66. Payment will be made only after the proper presentation of invoices or claim forms as required by the Board of Cooperative Educational Services.
67. Payment for the used portion of an inferior delivery will be made by the Board of Cooperative Educational Services on an adjusted price basis.
68. Payments of any claim shall not preclude the Board of Cooperative Educational Services from making claim for adjustments on any item found not to have been in accordance with general conditions and specifications.
69. No payment shall be made until all equipment is installed and operating to the satisfaction of the School District.

XVIII. MODIFICATION AND WITHDRAWAL OF BIDS

70. If, prior to awarding of the contract or within three days after opening, whichever period is shorter, any bidder files a duly signed written notice with Orange-Ulster BOCES and promptly thereafter demonstrates to the reasonable satisfaction of the BOCES that there was a material and substantial mistake in the preparation of its bid, that bidder may withdraw its bid and, if applicable, the bid security will be returned.



XIX. OWNERSHIP

71. Ownership of equipment shall not transfer until all equipment is completely installed and operating to the satisfaction of the School District.

XX. UNIFORM GUIDANCE

The contractor is responsible for the settlement of all contractual and administrative issues arising out of this request for proposal (bid).

Contractors who drafted or developed the specifications and requirements of the bid (or proposal) are excluded from submitting a bid (or proposal).

Each contractor submitting a proposal or bid shall comply with Title VI, Title VII, Title IX, the American with Disabilities Act, and regulations of the United States Department of Education issued thereunder. In addition, each contractor submitting a proposal or bid shall comply with contract provisions for non-Federal entity contracts under Federal awards, where applicable. Furthermore, each contractor shall comply with New York State and Local laws and regulations, including but not limited to the New York State Department of Education Laws and Regulations. Each contractor shall comply with relevant policies of the BOCES and any school districts acquiring goods or services under the contract with BOCES, including the Dignity for All Students Act, anti-harassment and anti-discrimination policies, and Education law 2-d, and agrees to assist with any investigation into a breach of BOCES or applicable school district policies.



Orange-Ulster Board of Cooperative Educational Services

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53 Gibson Road
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Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

XXI. SAVINGS CLAUSE

72. The successful bidder shall not be held responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God or for any other acts not within the control of the successful bidder and which by the exercise of reasonable diligence he is unable to prevent.

SIGNATURE OF AUTHORIZED OFFICER

TYPED NAME AND TITLE

FIRM

ADDRESS

STATE, CITY, ZIP CODE

FEDERAL IDENTIFICATION NUMBER (FEIN)

TELEPHONE NUMBER

EMAIL

DATE



BID CERTIFICATIONS

FIRM NAME: _____

BUSINESS ADDRESS: _____

PHONE NUMBER: _____ DATE OF BID: _____

I. General Bid Certification

The bidder certifies that he will furnish, at the prices herein quoted, the materials, equipment and/or services as proposed on this bid.

II. Iran Divestment Act

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law.

III. Non-Collusive Bidding Certification

By submission of this bid proposal, the bidder certifies that he is complying with Section 103-d of the General Municipal Law as follows:

1. State of non-collusion in bids and proposals to political subdivision of the State. Every bid or proposal hereafter made to a political subdivision of the State or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: non-collusive bidding certification.

a. "By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;

2. Unless otherwise required by law, the prices which have been quoted in this bid have been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

3. No attempt has been made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition."

b. A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with provided, however, that if in any case the bidder cannot make the foregoing



certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency of official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning sub-paragraph one (a).

2. Any bid hereafter made to any political subdivision of the State or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the section, shall be deemed to have been authorized by the Board of Directors or the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

Signature (Authorized)

Title

I, _____, being duly sworn, deposes and says that he/she is the _____ of the _____ Corporation and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

SIGNED

SWORN to before me this _____ day of _____ 20__

Notary Public: _____



REQUIRED BONDING

- There are no Bonds required for this contract
- Bid Bond - An approved bid bond, bank check, certified check, letter of credit or other form of security acceptable to the Board of Cooperative Educational Services to the extent of _____ percent of the bid price will be required with all vendor responses at the time of Submission of the bid. The BOCES will hold the bond until the contract has been signed.
- Bid Bond – An approved bid bond, bank check, certified check, letter of credit or other form of security acceptable to the Board of Cooperative Educational Services in the amount of _____ will be required with all vendor responses at the time of submission of the bid. The BOCES will hold the bond until the contract has been signed.
- Performance and Payment Bond - The contractor shall, at the time of execution of the contract, obtain and maintain in full force and effect for sixty days after contract expiration:
 - an irrevocable documentary Letter of Credit with a sound and reputable bank authorized to do business in the State of New York, OR
 - a Performance Bond signed by a surety company authorized to do business in the State of New York, and/or
 - a Payment Bond signed by a surety company authorized to do business in the State of New York, in the amount of _____, for the faithful performance of the contract. The Letter of Credit, Performance Bond, Payment Bond, etc., shall name as beneficiary the Board of Cooperative Educational Services and may be invoked to the benefit of the BOCES upon delivery of a certified statement to the issuing bank or surety company that the contractor has failed to perform pursuant to the terms and conditions of its contract with the Board of Cooperative Educational Services.

With its proposal submission, the contractor shall include a letter from its bank or surety company stating that the letter of credit or bond will be provided if being considered for a contract or in the event of a contract. The Letter of Credit or Bond shall be provided on a yearly basis for each year, or portion, of the contract.

PREVAILING WAGE

- Prevailing wage rates apply to this contract *(if box is checked)*

The successful bidder is required to pay the prevailing hourly wage rates and the prevailing hourly supplements pursuant to section 220-d of the New York State Labor Law.

- Contractors are responsible for paying all applicable prevailing rates throughout the term of the contract.
- A verified statement of payment of prevailing rates by the Contractor (Article 8 only) MUST be submitted to the Board of Cooperative Educational Services in order for payment to be made.
- Prevailing Wage Rates are incorporated into this document in accordance with the New York State Labor Law.

PREVAILING WAGE RATES –



The awarded Contractor who provides the service to the BOCES and component districts shall insure that each laborer or worker employed by the Contractor or Subcontractor shall not be paid less than the prevailing rate of wages as indicated on the current wage schedule provided by the New York State Department of Labor, Bureau of Public Works. The successful vendor(s) is/are responsible for complying with all current labor rates and regulations throughout the duration of any contract resulting from this document. A current wage schedule is available on the New York State Department of Labor's website at www.labor.state.ny.us (under PRC #201400XXX).

The new wage schedules are available on July 1st of each year.

****A CERTIFIED PAYROLL IS REQUIRED TO BE SUBMITTED WITH THE INVOICE TO THE BOCES BEFORE PAYMENT OF SERVICES WILL BE MADE.**

"The Contractor and subcontractor(s) if any shall submit to the BOCES with all requests for payment, certified payrolls or transcripts of the original payroll record, subscribed and affirmed as true under the penalties of perjury. At a minimum, payrolls must show the following information for each person employed on a public work project: Name, social security number, classification(s) in which the worker was employed, hourly wage rate(s) paid, supplements paid or provided, and daily and weekly number of hours worked in each classification"

PLEASE NOTE: Vendors currently on the NYS Labor Department Debarred list will not be considered for award. By submitting a bid for consideration, the vendor is indicating to the BOCES that they are currently in good standing with the NYS Department of Labor at the time of the bid.



QUALIFICATIONS OR LIMITATIONS TO BID SPECIFICATIONS AND CONDITIONS

This page must be completed and signed by the vendor in order for your bid to be considered by the Board of Cooperative Educational Services.

- A. If any qualification or limitations to the bid conditions and specifications are part of your bid, you must check box 1 (below) and indicate the limitation on this page.
- B. If no limitations or qualifications are part of your bid, you must check box 2 (below).

- 1. The following limitations or qualifications are included in this bid:
 - a. DELIVERY:

 - b. FREIGHT CHARGES:

 - c. PRICES:

 - d. OTHER:

- 2. NO LIMITATIONS OR QUALIFICATIONS APPLY.

Signature of Vendor

Company Name



Orange-Ulster Board of Cooperative Educational Services

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Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

Orange-Ulster BOCES is converting to an ACH payment system. Please provide any information we may need in order to begin processing your payments:

ACH Info:

ACHRt#:

Account #

EMAIL address for confirmations of payments:

Account Type: Checking/Savings:

Additionally, are Discounts offered; if so, please advise of terms:

PLEASE PROVIDE A GENERIC EMAIL ADDRESS WHERE THE ORDERS SHOULD BE SENT:

EMAIL ADDRESS

If possible, please provide a Discounted rate for items that are not part of the bid and please advise of terms:

Discount - _____%



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Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

CONFLICT OF INTEREST CERTIFICATE

Pursuant to section 2:4-15 of the Administrative code of the State of New York, the undersigned does herewith certify that no officer or employee is interested in this contract, nor shall he participate in any profits with the undersigned or any other person, or receive any compensation, commission, gift, or other reward for his services, except the salary or fees established by law or by ordinance or resolution of the council.

IN WITNESS WHEREOF, the undersigned has

Caused this certificate to be executed this _____

Day of _____, _____ 20_____.

Sworn and subscribed to before me this _____

Day of _____, _____ 20_____.

President

(or Authorized Agent of Corporation)

Notary



BIDDER'S STATEMENT ON SEXUAL HARASSMENT

IN ACCORDANCE WITH NEW YORK STATE FINANCE LAW §139-1

In accordance with State Finance Law §139-1, which generally prohibits the School District from entering into contracts pursuant to the bid process with persons who fail to submit a certification affirming compliance with New York Labor Law §201-g, the bidder submits the following certification under the penalty of perjury:

By submission of this bid, each bidder and each person signing on behalf of any Bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of Section 201-g of the Labor Law.

Dates: _____, New York
_____, 20____

Name of Bidder

Signature of Authorized Official

Printed or Typed Name of Official and Title

Sworn to before me this
_____ day of _____, 20____



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

OBJECTIVE

It is the intent of this specification to describe the minimum requirements for providing uniforms and embroidery to Orange-Ulster BOCES. The following program is requesting embroidery: The Career and Technical Educational Academy Program

EXPECTATIONS OF THE VENDOR (EXPECTED SERVICE AND LOCATION)

Each of the uniform requirements in this RFB include full service at BOCES Gibson Road Campus or any other Orange-Ulster BOCES location as well as a physical, full-service location within 30 minutes of the main campus (as determined by vendor address to BOCES Gibson Road Campus address directions on maps.google.com) as all of the students are residents of Orange County and cannot be expected to travel extensively for uniform requirements. Additionally, staff may be permitted to address uniform concerns while on duty and this requirement is necessary to restrict unnecessary travel.

FULL-SERVICE REQUIREMENTS

All of the CTEC Academy uniforms require annual full-service measurements of each student at our Gibson Road Campus. These sessions will be scheduled by our CTEC staff as required and in consultation with the successful vendor. Vendor will spend the time necessary (both AM and PM sessions) measuring each student prior to placing the order. In some instances, up to one week may be required to complete all measurements and identify placement of logo per division or academy.

Upon order arrival, vendor will distribute uniforms on campus and verify each measurement with each student, obtaining a sign-off form each student that their uniform fits properly. A copy of each student's sign off must be submitted with any invoice before that invoice will be processed for payment.

PHYSICAL LOCATION REQUIREMENT

While the bulk of uniforms will be purchased during the initial annual measurement meetings on campus, it is expected that many students/staff will visit the vendor's place of business and receive full-service attention to their uniform needs.

In the case of the CTEC Nursing Academy, all students are required to wear their uniforms on the first day of class. It is therefore necessary for each student to visit the vendor's place of business during the summer months. Orders placed during the summer months will be subject to the same delivery timeline requirements as specified in this document.

STUDENT PAYMENTS/ORDERS

The awarded vendor must accept Visa and Master Card credit card payments. Many students and their families will place orders directly with the awarded vendor. Any student order placed directly with the vendor shall be delivered in the same time frame as those placed with a purchase order through Orange-Ulster BOCES.



DELIVERIES

All uniforms must be delivered to the ordering party within ten (10) days after receipt of a purchase order or payment from, or on behalf of, a student. Upon notification of a problem with a uniform or delivery the awarded vendor will have seven (7) days to rectify the issue identified and provide the student or employee with a proper uniform. The awarded vendor will maintain the resources necessary to meet the delivery and correction times as indicated in this bid document.

PRODUCT LITERATURE/SAMPLES

Vendor shall include a copy of product literature and a sample of product where specified. Samples, when required, must be submitted strictly in accordance with instructions; otherwise, the bid may not be considered.

Manufacturer Certification

Where brand name products are bid (Dickies, 511, etc.) vendor shall provide a letter of authenticity certifying they are providing "Factory Firsts" product to the Orange-Ulster BOCES in order to verify there are no "grey market" goods being purchased by the Orange-Ulster BOCES.

BACKGROUND CHECKS AND CHECK-IN AT FACILITY

As a requirement of the Orange-Ulster BOCES, it is expected that all contractors and their employees check-in to either the Administration Office or Operations & Maintenance office EACH DAY they are on the premises in order to process each individual through our background and identification system. A requirement of being on campus includes that all visitors wear name badges printed through this office. Each person shall provide the office with a valid government ID that will be scanned and a badge and image will be produced from it. The system also scans the FBI, state and local criminal databases. In certain instances, persons convicted of serious crimes may not be permitted to remain on school grounds.



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Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

PROPOSAL

DATE: _____

FIRM NAME _____

VENDOR INITIAL _____

The undersigned proposes to furnish and deliver: UNIFORM & EMBROIDERY to the Orange-Ulster BOCES, at the prices hereinafter stated, which prices are exclusive of all Federal and State taxes, in accordance with the Specifications and Information to bidders for the same. Please note: garments are separate costs as there is a line item dedicated for embroidery costs per division.

CAREER AND TECHNICAL EDUCATION (ACADEMIES)

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|---|
| UNIFORM AND EMBROIDERY | |
| CAREER AND TECHNICAL EDUCATION – LAW ENFORCEMENT 1 AND 2 | |
| 1. Polo Shirt. Gildan 5.5 oz. Dry Blend 50/50 Jersey Polo. 50% preshrunk cotton, 50% polyester. DryBlend fabric wicks moisture away from the body. Weld-knit collar and cuffs. Woodtone buttons, double-needle stitched hemmed bottom. Three-button placket. Various Sizes. Colors included but not limited to Navy. EQUIVALENT SUBSTITUTE: _____ ESTIMATED QUANTITY REQUESTED: (20) | \$ _____ \$ _____ X 20= \$ _____ TOTAL |



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Goshen, New York 10924

Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – LAW ENFORCEMENT 1 AND 2 | |
| <p>2. Trousers: BDU (Battle Dress Uniform) Various Sizes. Color - Navy.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – LAW ENFORCEMENT 1 AND 2 | |
| <p>3. Long-Sleeve Shirt. 100% Dacron polyester. Plain weave. 4.5 oz per sq yd. 7.5 oz per linear yard. Liberty guard stain repellent finish. Sewn military creases on front and back. Pleated patch pockets with scalloped flaps and hook loop closure. Sling badge tab. Epaulets with X stitch. Banded collar and placket front. Sleeve placket with center button. Two button adjustable cuff. Lined collar, Epaulets, flaps, placket and cuffs. Permanent collar stays, Extra button on shirt-tail. Color includes but not limited to Black. Various Sizes. Must include patched American Flag.</p> <p>EQUIVALENT SUBSTITUTE: (Law Enforcement cont.)</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – LAW ENFORCEMENT 1 AND 2 | |
| <p>4. Job Shirt - 50 % Cotton/ 50% Polyester. Self material. Cadet collar. Brass-tone zipper. 1 x 1 rib cuffs. Waistband with spandex color includes not limited to Navy. Various Sizes.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – LAW ENFORCEMENT – 1 AND 2 | |
| <p>5. Black Web Belt with Chrome Buckle. Various sizes.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – LAW ENFORCEMENT | |
| <p>6. Black Nylon – Clip-on-Tie.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – FIRE SCIENCE | |
| <p>7. Job Shirt – 50% cotton/50% polyester. Self material. Cadet collar. Brass tone zipper. 1 x 1 rib cuffs. Waistband with spandex. Various sizes. Colors included but not limited to Navy.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – FIRE SCIENCE | |
| <p>8. Polo Shirt. Gildan 5.5 oz. Dry Blend 50/50 Jersey Polo. 50% preshrunk cotton, 50% polyester. DryBlend fabric wicks moisture away from the body. Weld-knit collar and cuffs. Woodtone buttons, double-needle stitched hemmed bottom. Three-button placket. Various Sizes. Colors included but not limited to Maroon.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|---|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – FIRE SCIENCE | |
| 9. Trousers. BDU (Battle Dress Uniform) Navy Various sizes. EQUIVALENT SUBSTITUTE: _____ ESTIMATED QUANTITY REQUESTED: (20) | \$ _____ \$ _____ X 20= \$ _____ TOTAL |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|---|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – FIRE SCIENCE | |
| 10. Black Web Belt with Chrome Buckle. Various sizes. EQUIVALENT SUBSTITUTE: _____ ESTIMATED QUANTITY REQUESTED: (20) | \$ _____ \$ _____ X 20= \$ _____ TOTAL |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|---|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – CONSTRUCTION ACADEMY | |
| 11. Dickies Workpants. Various sizes. Navy Blue. EQUIVALENT SUBSTITUTE: _____ ESTIMATED QUANTITY REQUESTED: (20) | \$ _____ \$ _____ X 20= \$ _____ TOTAL |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|---|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – CONSTRUCTION ACADEMY | |
| 12. Dickies Workshirt Navy Blue. Various sizes. EQUIVALENT SUBSTITUTE: _____ ESTIMATED QUANTITY REQUESTED: (20) | \$ _____ \$ _____ X 20= \$ _____ TOTAL |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|---|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – CULINARY ACADEMY | |
| 13. Four Way Apron. Poly/Cotton blend with soil release. Reversible. No pockets. Size: 16”L X 28”W. White Only. EQUIVALENT SUBSTITUTE: _____ ESTIMATED QUANTITY REQUESTED: (20) | \$ _____ \$ _____ X 20= \$ _____ TOTAL |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|---|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – CULINARY ACADEMY | |
| 14. Basic Chef Coat. Poly/Cotton 60/40 blend. Double-Breasted with pearl plastic buttons. Turned back cuffs. Left patch pocket. Thermometer pocket on arm. Sizes XS-6XL. (White Jackets Only) EQUIVALENT SUBSTITUTE: _____ ESTIMATED QUANTITY REQUESTED: (20) | \$ _____ \$ _____ X 20= \$ _____ TOTAL |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – CULINARY ACADEMY | |
| <p>15. Basic Baggy Chef Pants: Poly/cotton blend, Wrinkle resistant. Soil-release fabric. Drawstring elastic waist. Zipper fly. Two side pockets. One back pocket. Tapered. Roll-up cuffs. Sizes XS-3XL. (Checked Pattern Only)</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – CULINARY ACADEMY | |
| <p>16. Floppy Chef Hat. Traditional style. White color with checked pattern band. Velcro back closure.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – TRANSITIONAL PROGRAM | |
| <p>17. Dickies Women’s Original Work Pant: Polyester/Cotton: 65% Polyester, 35% Cotton. Hook and Eye closure. Twill. Easy-care stain release. Wrinkle Resistant. Various sizes. Black.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – TRANSITIONAL PROGRAM | |
| <p>18. Men’s Slim-Fit Wrinkle-Resistant Flat-Front Chino Pant. Polyester/Cotton. 40% Polyester/60% Cotton. Zip fly with button closure. Side pockets. Wrinkle-free fabric. Easy care stain release. Various Sizes. Black.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – TRANSITIONAL PROGRAM | |
| <p>19. Four Way Apron: Poly/Cotton blend with soil release. Reversible. No Pockets. Size 16" L x 28" W.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – TRANSITIONAL PROGRAM | |
| <p>20. Basic Chef Coat. Poly/Cotton 60/40 blend. Double-Breasted with pearl plastic buttons. Turned back cuffs. Left patch pocket. Thermometer pocket on arm. Sizes XS-6XL.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – EDUCATION ACADEMY | |
| <p>21. Smocks. Poly/cotton blend 60%/40%. Cherokee. Various Sizes. Various Colors.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – EDUCATION ACADEMY | |
| <p>22. Polo Shirt. Gildan 5.5 oz. Dry Blend 50/50 Jersey Polo. 50% preshrunk cotton, 50% polyester. DryBlend fabric wicks moisture away from the body. Weld-knit collar and cuffs. Woodtone buttons, double-needle stitched hemmed bottom. Three-button placket. Various Sizes. Various colors.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

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| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY | |
| CAREER AND TECHNICAL EDUCATION – PRINCIPLES OF HEALTH OCCUPATIONS | |
| <p>23. Lab Coat. Jacket. 65% cotton/35% polyester. Snap front. Jacket length must come to hip or upper thigh. Draw string back. 3 pocket, 2 hip and 1 pocket left chest. Colors must include but not limited to Royal Blue, White. Various Sizes.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY | |
| CAREER AND TECHNICAL EDUCATION – PRINCIPLES OF HEALTH OCCUPATIONS | |
| <p>24. Polo Shirt. Gildan 5.5 oz. Dry Blend 60/40 Jersey Polo. 60% preshrunk cotton, 40% polyester. DryBlend fabric wicks moisture away from the body. Weld-knit collar and cuffs. Woodtone buttons, double-needle stitched hemmed bottom. Three-button placket. Various Sizes. Must include but not be limited to Black and White.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|---|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – PRINCIPLES OF HEALTH OCCUPATIONS | |
| <p>25. Khaki Pants. Zipper closure. No Cargo pockets. Various Sizes.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20 = \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|---|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – PRINCIPLES OF HEALTH OCCUPATIONS | |
| <p>26. Scrub-Top. 50% cotton/50% Polyester Colors must include but not limited to Dark Grey, Royal Blue, White, Navy, Ceil Blue, Hunter Green, Burgundy. Various sizes</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (50)</p> | <p>\$ _____</p> <p>\$ _____ X 50 = \$ _____ TOTAL</p> |



Administration Office
 53 Gibson Road
 Goshen, New York 10924

Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY | |
| CAREER AND TECHNICAL EDUCATION – PRINCIPLES OF HEALTH OCCUPATIONS | |
| <p>27. Scrub Pants –50% cotton/50% polyester. Elastic waist. Colors must include but not limited to Dark Grey, Royal Blue, White, Navy, Ceil Blue, Hunter Green, Burgundy. Various sizes.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (50)</p> | <p>\$ _____</p> <p>\$ _____ X 50= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY | |
| CAREER AND TECHNICAL EDUCATION – PRINCIPLES OF HEALTH OCCUPATIONS | |
| <p>28. Barrier & Fluid Resistant Unisex 40" Length Lab Coat: Single-Ply Fluid Resistant Barrier Fabric combined with a Polyester (65%), Cotton (35%) Poplin Back. Throat Guard Collar with Hook & Loop Closure at Neck for Neck protection. 2 Lower Front Pockets. Snap Closure with Concealed Placket Front, Knit Cuffs. Beltless Back round out this protective coat. Various sizes.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (50)</p> | <p>\$ _____</p> <p>\$ _____ X 50= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – COSMETOLOGY | |
| <p>29. Scrub-Top. 50% cotton/50% Polyester Colors must include but not limited Light Blue. Various sizes.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (50)</p> | <p>\$</p> <p>\$ _____ X 50= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – COSMETOLOGY | |
| <p>30. Scrub Pants –50% cotton/50% polyester. Colors must include but not limited to Light Blue. Various Sizes.</p> <p>EQUIVALENT SUBSTITUTE:</p> <p>_____</p> <p>ESTIMATED QUANTITY REQUESTED: (50)</p> | <p>\$</p> <p>\$ _____ X 50= \$ _____ TOTAL</p> |



Administration Office
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Goshen, New York 10924

Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – AUTOMOTIVE/COLLISION ACADEMY | |
| <p>31. Technician Shirt. 4.25 oz. poplin. 65% Polyester/35% Cotton. Pre-cure durable press with soil release and wickable finish. Industrial wash. Six buttons with vertical button holes, button at neck. Collar is two-piece lined sewn-in stays. Pockets are two hex-style pockets with angled bartacks. Various Sizes. Light Gray with Red and White Striping.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION – AUTOMOTIVE/COLLISION ACADEMY | |
| <p>32. Work Pant. 8.5 oz. Twill. 65% polyester/35% cotton. Original Fit, Wrinkle resistant, stain release, tunnel belt lops. Various Sizes. Color – Navy.</p> <p>EQUIVALENT SUBSTITUTE: _____</p> <p>ESTIMATED QUANTITY REQUESTED: (20)</p> | <p>\$ _____</p> <p>\$ _____ X 20= \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|--|
| UNIFORM AND EMBROIDERY CAREER AND TECHNICAL EDUCATION (ALL ACADEMIES) | |
| <p>33. EMBROIDERY CHARGE: -ORANGE-ULSTER BOCES LOGO -BASED ON ESTIMATED ITEMS OF CAREER AND TECHNICAL EDUCATION TO BE EMBROIDERED. -PMS COLORS: PMS 286 BLUE and PMS 165 ORANGE (Colors may change upon request) -STICH COUNT: 18,523 -SIZE: 2.5 L x 4 W -INCLUDES NAME OF PERSON UP TO 20 CHARACTERS ON EITHER SIDE OF CHEST</p> | <p>\$ _____ \$ _____ X 920 = \$ _____ TOTAL</p> |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|--|---|
| UNIFORM AND EMBROIDERY OTHER LOGO EMBROIDERY CHARGES | |
| 33. EMBROIDERY CHARGE: -BASED ON OTHER LOGO EMBROIDERY CHARGES AND DEVELOPMENT. -PMS COLORS: VARIABLE -STICH COUNT: PER 1000 -SIZE: ESTIMATED AROUND 2.5 L x 4 W -INCLUDES NAME OF PERSON UP TO 20 CHARACTERS ON EITHER SIDE OF CHEST | \$ _____ CREATION OF NEW LOGO: \$ _____/Thousand Stitches EXISTING LOGO: \$ _____/Thousand Stitches |

| DESCRIPTION | Base Agreement 7/20/2026 to 1/19/2027 |
|---|---|
| UNIFORM AND EMBROIDERY OTHER LOGO EMBROIDERY CHARGES | |
| 34. Percentage off Vendor Catalog(s) pricing for other items not specified in this bid. | % _____ _____% off Vendor Catalog Price (1-10 Units) _____% off Vendor Catalog Price (11-50 Units) _____% off Vendor Catalog Price (50 - 100 Units) _____% off Vendor Catalog Price (100-250 Units) _____% off Vendor Catalog Price (250-1000 Units) |
| Upcharge for Xtra Tall Clothing (all clothing): | \$ _____ per unit |
| Upcharge for XX Size Clothing (all clothing): | \$ _____ per unit |



Uniforms & Embroidery

BID NUMBER RFB-OUB-38-2026

TERMS: This contract will be valid beginning **July 20th, 2026 through January 19th, 2027**. Orange-Ulster BOCES reserves the right to extend the contract for up to six (6) additional (6) six-month periods, at the sole option of the purchasing agent's recommendation, the Board of Education's approval, and under all terms and conditions of the original RFB.

DELIVERY: Weekly.

Prices are to be listed as FOB Delivered: ORANGE COUNTY, NY. No freight and/or handling charges will be accepted. Locations are included in this bid.

This bid is awarded on "best value". See Scoring below:

| | |
|--|---|
| <i>Total Cost</i> | <i>30 points</i> |
| <i>Ability to provide all items and brands</i> | <i>26 points</i> |
| <i>Proximity to OU BOCES – 53 Gibson Rd, Goshen NY</i> | <i>20 points</i> |
| <i>References</i> | <i>24 points (3 references worth 8 points each)</i> |



REFERENCES:

Please provide (3) references for the performance of work substantially equivalent to the scope of this project. References must be from companies in which you have provided a similar type of product/service.

1)Company Name: _____

Address: _____

Contact Person: _____ Telephone: _____

Email: _____

Dates of Contract(s): _____

2)Company Name: _____

Address: _____

Contact Person: _____ Telephone: _____

Email: _____

Dates of Contract(s): _____

3)Company Name: _____

Address: _____

Contact Person: _____ Telephone: _____

Email: _____

Dates of Contract(s): _____



CHECKLIST FOR BID DOCUMENTS

1. *Iran Divestment Act Signed and Notarized* _____
2. *Bid Collusion and Certification signed and Notarized* _____
3. *Savings Clause filled out and signed* _____
4. *Conflict of Interest signed and Notarized* _____
5. *Sexual Harassment form signed and Notarized* _____
6. *W-9 provided* _____
7. *ACH Information provided* _____
8. *Discount for non-bid items provided* _____
9. *Pricing proposal filled out* _____
10. *References provided* _____

***ACH information will need to be provided if you are the awarded vendor, you can either provide it now so we have information or upon award of contract.*