

EXHIBIT A

VILLAGE OF ROMEOVILLE/BWM GLOBAL TERMS, CONDITIONS AND PROVISIONS OF APPAREL PROVISION FOR DEPARTMENT OF PARKS AND RECREATION

Upon the Village's written receipt from BWM Global of written acceptance of the terms, conditions and provisions of this resolution, said terms, conditions and provisions, including but not limited to the terms, conditions and provisions set forth below in this Exhibit A and including the updated pricing as set forth in Exhibit B, shall serve as and for a contract between the Village of Romeoville and BWM Global (sometimes hereinafter referred to as "Vendor") for the provision of apparel for a term beginning June 1, 2017 and ending May 31, 2018.



Parks and Recreation Department

900 West Romeo Road
Romeoville, IL 60446
815-886-6222

Request for Proposal

Apparel 2016-17

Brian Michael

Date Rcvd: 4/20/16

Cover Letter —

Vendor Info ✓

Pricing Info Sheets ✓

Cert. IHRA ✓ Cert. ND —

**LEGAL NOTICE
ADVERTISEMENT FOR REQUEST FOR PROPOSAL**

FOR: Apparel for the Village of Romeoville Parks and Recreation Department programs and staff from May, 2016 through April, 2017

OWNER: Village of Romeoville Parks and Recreation Department
900 W. Romeo Road
Romeoville, Illinois 60446

The Village of Romeoville Parks and Recreation Department will receive proposals until 5:00 p.m. on Friday, April 22, 2016 at the Romeoville Recreation Department, 900 W. Romeo Road, Romeoville, Illinois, for apparel for the Department's programs and staff from May, 2016 through April, 2017.

Copies of the Request for Proposals will be available at the Romeoville Recreation Department, or electronically by contacting Colleen Palmer at cpalmer@romeoville.org, after 9:00 a.m. on Monday, April 4, 2016.

The Village of Romeoville Parks and Recreation Department reserves the right to reject any or all proposals which, in its judgment, would not be in the best interest of the public. Only proposals in compliance with the provisions of the specifications will be considered.

Village of Romeoville Parks and Recreation Department
Colleen Palmer
Superintendent of Recreation

Please publish in the Herald News on Monday, April 4, 2016 and provide a Certificate of Publication to Colleen Palmer at the Village of Romeoville Parks and Recreation Department, 900 W. Romeo Road, Romeoville, IL 60446 (Account #S600013490).

AGENCY PROFILE

The Village of Romeoville Parks and Recreation Department serves a community of approximately 36,000 residents, offers over 450 annual programs and events, and maintains nearly 300 acres on 29 park sites.

PROJECT DESCRIPTION

The Village of Romeoville Parks and Recreation Department invites qualified vendors interested in providing apparel for staff and participants to complete this Request for Proposal according to the following specifications. All vendors' primary business must include, but not be limited to, the provision of t-shirts, long sleeve shirts, polo shirts, sweatshirts, fleece jackets, and jackets. Quotes must be submitted using the format provided.

Agreement

The agreement will be effective from the first date after formal approval of a regular meeting of the Village of Romeoville Board of Trustees for a period of one year. The acceptance of a proposal by action of the Village Board will be subject to the execution of an agreement contract reflecting the proposal and the terms/requirements of this RFP. In the event the agreement expires before another proposal is awarded, the successful vendor shall extend the contract on a month-to-month basis by mutual agreement.

Service Changes

An increase or decrease in need of services may occur during the year due to the Department's needs. If this occurs, the vendor will charge according to the submitted pricing information sheet.

In addition, the vendor understands that apparel is ordered seasonally and the proposal items do not reflect one bulk order.

Tax Exempt Status

The Village of Romeoville Parks and Recreation Department is exempt from Federal, State and local taxes on the sale or delivery of any product directly to the Department. Applicable documentation will be furnished upon request.

Payments

Payment for products will occur in accordance with the Village of Romeoville's procedures after an invoice is submitted. Following completion and delivery of each apparel order, and upon receipt of invoice, the vendor will be paid the lump sum within 30 days after the next regularly scheduled Village of Romeoville Board Meeting.

Cancellation of Agreement

Either party may terminate the agreement by giving a 60-day written notice. The Village of Romeoville Parks and Recreation Department agrees to pay for all service rendered to the date of cancellation, but will not be liable for any direct or indirect costs association with any unfulfilled portion of the agreement.

INSTRUCTIONS TO PROSPECTIVE VENDORS

Submittal Information

Proposals are due no later than Friday, April 24, 2015 by 5:00pm CST. Submittals can be mailed, emailed, or faxed to **Colleen Palmer**:

Address: 900 West Romeo Road, Romeoville, IL 60446
Email: cpalmer@romeoville.org
Fax: 815-886-6245

Specifications

- **Brand:** Where specifications indicate a particular brand or manufacturers catalog number, it shall be understood to mean that specification, its equal, or an item that will perform a comparable function to the needs of the Department, unless "No Substitutes" is specified.
- Each piece will have the Village of Romeoville Parks and Recreation Department Staff logo either screen-printed or embroidered on the left chest; some pieces will have STAFF across the back; details of each piece will be further specified per order.
- Artwork will be sent to vendor via email; Department must approve a visual proof prior to production.
- Proposal price to include the re-order price.
- Proposal prices to reflect multiple orders, not one bulk order, and include a minimum order amount.
- It is the Department's policy to seek the lowest price for orders of this quantity with consideration given for quality, service, and/or references. The Department reserves the right to accept or reject any or all proposals.
- Orders delivered to Romeoville Recreation Center, 900 West Romeo Road, Romeoville, IL 60446.
- Vendor will be chosen and notified by Tuesday, April 26, 2016.

Substitutions

Substitutions may be considered. When offering a substitution, it must be identified by brand name, catalog number, manufacturer's literature or description, and sample of the apparel, and must be submitted with the proposal. If the information is not supplied with the proposal or to the satisfaction of the Department, the proposal may not be considered. The Department reserves the right to accept or reject any proposal based on substitutions.

Governing Laws and Regulations

Prospective vendor must submit the attached Certificate of Compliance with the Illinois Human Rights Act and Certificate of Non-Disqualification with proposal.

Documents to be attached

The following documents must be included with the proposal submittal:

- ☐ Cover letter
- ☐ Vendor Information Form with references
- ☐ Pricing Information Sheets (4)
- ☐ Certificate of Compliance with the Illinois Human Rights Act
- ☐ Certificate of Non-Disqualification

Withdrawal of Proposal

Prospective vendors may withdraw or cancel their proposals at any time prior to the advertised proposal deadline by signing and submitting a request for said withdrawal. After the deadline, no proposal shall be withdrawn or canceled for a period of sixty (60) calendar days. The successful vendor shall not withdraw or cancel its proposal after having been notified by the Village of Romeoville Parks and Recreation Department that said proposal has been accepted.

VENDOR INFORMATION FORM

Vendor Contact Information

Company Name BWM Global

Address 3740 Hawthorne Court

Phone 847-785-1355 Fax 847-785-1712

Contact Name Clayton Seno

Title Director of Sales

Email c.seno@bwmglobal.com Website www.bwmglobal.com

Contact Signature [Signature] Date 4/18/16

Brief Company Description _____

References

Please provide the names and phone numbers of three references of accounts that are comparative in size and scope.

Company Rockford Icehogs

Contact Person Julie McIntyre

Title Purchasing Manager Phone 815-489-8230

Company Chicago Cubs

Contact Person Kevin Saghy

Title Comm. Manager Phone 773-404-2827

Company Special Olympics Illinois

Contact Person Matt Johnson

Title VP of Development Phone 309-888-2551

Proposals are due no later than Friday, April 22, 2016 by 5:00pm CST.

PRICING INFORMATION SHEET

T-SHIRTS

| Brand/Style # | Approximate Quantity | Price with Screen (one color) | Price with Embroidery (one color) | Minimum Order Amount |
|--|----------------------|-------------------------------|-----------------------------------|----------------------|
| Gildan Dryblend 50 Cotton/50 Poly T-shirt #8000 | Youth = 0 | \$ | \$ | |
| | Adult = 578 | \$ 3.43 20 | \$ 5.07 | 1-12 |
| | XXL+ = 82 | \$ 5.43 | \$ 7.07 | 1-12 |
| | Tall = 20 | \$ N/A | \$ N/A | |
| Gildan Youth Dryblend 50 Cotton/50 Poly T-shirt #8000B | Youth = 220 | \$ 3.43 20 | \$ | 1-12 |
| | Adult = 0 | \$ | \$ | |
| | XXL+ = 0 | \$ | \$ | |
| Augusta Sportswear V- Neck Jersey with Striped Sleeves #360 | Youth = 0 | \$ | \$ | |
| | Adult = 28 | \$ 10.32 | \$ 12.25 | 1-12 |
| | XXL+ = 4 | \$ 12.32 | \$ 14.25 | 1-12 |
| Jerzees Heavyweight Blend 50/50 Cotton/Poly T-shirt #29M | Youth = 0 | \$ | \$ | |
| | Adult = 28 | \$ 4.05 3.75 | \$ 5.40 | 1-12 |
| | XXL+ = 6 | \$ 6.05 5.75 | \$ 7.40 | 1-12 |
| Badger B-Core Short Sleeve T-Shirt #4120 | Youth = 0 | \$ | \$ | |
| | Adult = 35 | \$ 9.08 | \$ 10.65 | 1-12 |
| | XXL+ = 2 | \$ 11.08 | \$ 12.65 | 1-12 |
| Badger B-Core Long Sleeve T-Shirt #4104 | Youth = 0 | \$ | \$ | |
| | Adult = 35 | \$ 12.48 | \$ 14.05 | 1-12 |
| | XXL+ = 2 | \$ 14.48 | \$ 16.05 | 1-12 |
| Alternative Unisex Boss Eco Jersey V-neck T-shirt #1932 | Youth = 0 | \$ | \$ | |
| | Adult = 9 | \$ 13.31 | \$ 12.90 | 1-12 |
| | XXL+ = 0 | \$ | \$ | |
| Alternative Unisex Eco Jersey Crewneck T-shirt 1075 (Discontinued) | Youth = 0 | \$ | \$ | |
| | Adult = 5 | \$ 7.85 | \$ 8.85 | 1-12 |
| | XXL+ = 2 | \$ 9.85 | \$ 6.85 | 1-12 |
| Gildan Dryblend 50 Cotton/50 Poly Long Sleeve T-shirt (2400) | Youth = 0 | \$ | \$ | |
| | Adult = 54 | \$ 6.30 | \$ 7.95 | 1-12 |
| | XXL+ = 5 | \$ 8.30 | \$ 9.95 | 1-12 |

PRICING INFORMATION SHEET

POLOS

| Brand/Style # | Approximate Quantity | Price with Screen (one color) | Price with Embroidery (one color) | Minimum Order Amount |
|---|----------------------|-------------------------------|-----------------------------------|----------------------|
| Jerzees 50/50 Long Sleeve Jersey Knit Polo Shirt #437 | Youth = 0 | \$ | \$ | |
| | Adult = 24 | \$ 8.15 6.35 | \$ | 1-12 |
| | XXL+ = 0 | \$ | \$ | |
| Jerzees 50/50 Short Sleeve Jersey Knit Polo Shirt #437ML | Youth = 0 | \$ | \$ | |
| | Adult = 20 | \$ 12.50 11.18 | \$ | 1-12 |
| | XXL+ = 2 | \$ 14.50 | \$ | |
| Sport-Tek Contract Stitch Micropique Sport-Wick Polo #ST659 | Youth = 0 | \$ | \$ | |
| | Adult = 5 | \$ 20.00 | \$ 20.30 | 1-12 |
| | XXL+ = 2 | \$ 22.00 | \$ 22.30 | 1-12 |
| Sport-Tek Ladies Contract Stitch Micropique Sport-Wick Polo #LST659 | Youth = 0 | \$ | \$ | |
| | Adult = 10 | \$ 20.00 | \$ 20.30 | 1-12 |
| | XXL+ = 2 | \$ 22.00 | \$ 22.30 | 1-12 |

SWEATERS

| Brand/Style # | Approximate Quantity | Price with Screen (one color) | Price with Embroidery (one color) | Minimum Order Amount |
|---|----------------------|-------------------------------|-----------------------------------|----------------------|
| Port Authority Ladies Silk Touch Interlock Cardigan Sweater #L530 | Youth = 0 | \$ | \$ | |
| | Adult = 1 | \$ | \$ 17.30 | 1-12 |
| | XXL+ = 2 | \$ | \$ 19.30 | 1-12 |

SWEATSHIRTS

| Brand/Style # | Approximate Quantity | Price with Screen (one color) | Price with Embroidery (one color) | Minimum Order Amount |
|---|----------------------|-------------------------------|-----------------------------------|----------------------|
| Gildan DryBlend Crewneck Sweatshirt #12000 | Youth = 0 | \$ | \$ | 1-12 |
| | Adult = 20 | \$ 11.30 | \$ 11.30 | 1-12 |
| | XXL+ = 0 | \$ | \$ | |
| Jerzees Super Seats Full Zip Hooded Sweatshirt #4999M | Youth = 0 | \$ | \$ | |
| | Adult = 22 | \$ 18.85 | \$ 19.33 | 1-12 |
| | XXL+ = 1 | \$ 20.85 | \$ 21.33 | 1-12 |
| | Tall = 2 | N/A | \$ N/A | 1-12 |

PRICING INFORMATION SHEET

FLEECE JACKETS

| Brand/Style # | Approximate Quantity | Price with Screen (one color) | Price with Embroidery (one color) | Minimum Order Amount |
|---|----------------------|-------------------------------|-----------------------------------|----------------------|
| Jerzees Nublend Quarter Zip Cadet Collar Sweatshirt #995MR | Youth = 0 | \$ | \$ | |
| | Adult = 35 | \$ 16.40 | \$ 16.75 | 1-12 |
| | XXL+ = 2 | \$ 18.40 | \$ 18.75 | 1-12 |
| Badger Blend Sport Quarter-Zip #4197 | Youth = 0 | \$ | \$ | |
| | Adult = 35 | \$ 23.75 | \$ 23.95 | 1-12 |
| | XXL+ = 2 | \$ 26.75 | \$ 26.95 | 1-12 |
| Gildan Heavy Blend Quarter-Zip Cadet Collar Sweatshirt #18800 | Youth = 0 | \$ | \$ | |
| | Adult = 35 | \$ 15.35 | \$ 15.55 | 1-12 |
| | XXL+ = 2 | \$ 18.35 | \$ 18.55 | 1-12 |
| Port Authority Ladies Microfleece 1/2-Zip Pullover #L224 | Youth = | \$ | \$ | |
| | Adult = 7 | \$ 18.33 | \$ 18.60 | 1-12 |
| | XXL+ = 0 | \$ | \$ | |
| Port Authority Ladies Microfleece 1/2-Zip Pullover #F224 | Youth = 0 | \$ | \$ | |
| | Adult = 7 | \$ 19.50 | \$ 19.85 | 1-12 |
| | XXL+ = 0 | \$ | \$ | |

JACKETS

| Brand/Style # | Approximate Quantity | Price with Screen (one color) | Price with Embroidery (one color) | Minimum Order Amount |
|--|----------------------|-------------------------------|-----------------------------------|----------------------|
| Port Authority Welded Soft Shell Jacket #J324 | Youth = 0 | \$ | \$ | |
| | Adult = 3 | \$ | \$ 35.50 | 1-12 |
| | XXL+ = 0 | \$ | \$ | |
| Port Authority Ladies Welded Soft Shell Jacket #L324 | Youth = 0 | \$ | \$ | |
| | Adult = 3 | \$ | \$ 35.50 | 1-12 |
| | XXL+ = 0 | \$ | \$ | |

PRICING INFORMATION SHEET

SET-UP FEES

One Time Fee \$ Included in price Per Screen Fee \$ Included in price

SHIPPING FEES

Yes (approx. cost) \$ 10-20/order No

AVERAGE PRODUCTION TIME: 2 weeks

Proposals are due no later than Friday, April 22, 2016 by 5:00pm CST.

**CERTIFICATE OF COMPLIANCE WITH PUBLIC ACT 87-1257
OF THE ILLINOIS HUMAN RIGHTS ACT**

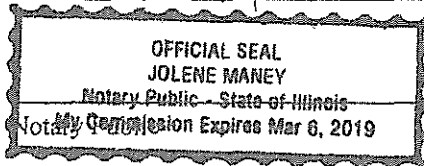
The undersigned, upon being first duly sworn, hereby certifies to the Village of Romeoville, Will County, Illinois, that BWM Global (bidder) complies with the Illinois Human Rights Act as amended by Section 2-105, Public Act 87-1257 in relation to employment and human rights.

Name of Bidder

By: BWM Global

State of IL)
) ss.
County of Lake)

Subscribed and sworn to before me
this 18th day of April, 2016.



Glenn Mary