

SCHEDULE "A"
SCOPE OF SERVICES

RECONDITIONING, REPLACEMENT AND STORAGE OF
ATHLETIC EQUIPMENT TO THE YONKERS PUBLIC SCHOOLS
DETAILED SPECIFICATIONS
Prices are firm through

General

1.DESCRPTION OF WORK:

To provide the Yonkers Public School District reconditioning services, including, but not limited to, the repair and sanitization of all athletic equipment and uniforms and the pickup and delivery and storage of same. The vendor shall furnish all labor, material, and equipment necessary to collect, repair, test, sanitize, recertify, and return athletic equipment to the premises. The vendor shall be responsible for all handling/freight costs/storage and testing in accordance with NFHS, NCAA, OSHA, and NOCSAE standards as herein specified.

All equipment is to be inspected, cleaned, sanitized and brought up to the original manufacturer safety specifications. All components utilized in repairs must function as originally certified/ OIM equivalence is required, to maintain the integrity of the equipment.

2. SPECIAL CONDITIONS

I. The vendor shall be solely responsible for damages or loss of equipment between the time it is collected and the time it is returned to the schools. The contractor will be required to furnish an insurance certificate or other evidence of insurance covering the liabilities for loss or damages.

II. Bidders must be licensed by NOCSAE (National Operating Committee on Standards for Athletic Equipment) to recertify protective gear that has previously met the NOCSAE standard at the time of manufacture. **Proof of NOCSAE licensure must be included with the proposal.**

III. All protective football equipment, as well as football knitwear, shall be cleaned and sanitized in accordance with original manufacturers' policies and procedures. Where original manufacturers' procedures exceed the standard of the National Athletic Equipment Reconditioners Association (NAERA), the original manufacturers' procedures will take precedence.

IV. No proposal will be considered from any vendor who does not have fully operation, in his facility, helmet testing equipment approved by the National Operating Committee on Standards for Athletic Equipment (NOCSAE).

V. Pickups and deliveries will be scheduled with the Athletic Director. On occasion the Athletic Director will require special immediate service for certain items. On such occasion, the awarded contractor must be able to schedule a pickup within 8 hours of receipt of call and provide 48hour turn around. No extra fees will be allowed for emergency calls.

VI. Invoices shall be rendered to the district on the standard form of the contract by the 15th day of the month for all work completed during the previous calendar month. Invoice shall be itemized with each line indicating description, quantity, unit cost and total cost. Helmet and Shoulder Pad Trak Sheets mailed with football invoice. The purchase order/contract number must be referenced on all vendor invoices.

VII. The bid will be awarded in its entirety to the lowest overall responsive and responsible bidder.

The successful vendor must use only new parts to replace all worn or missing helmet parts as part of this contract. This will ensure continuation of the product manufacturer's warranty.

4. GENERAL CONDITIONS

1. Each school or district Athletic Director shall decide whether an item is to be cleaned, reconditioned, or rebuilt.
2. Football Helmets submitted for sanitizing, reconditioning and rebuild, may or may not require the following Helmet Hardware to be serviced – this should be factored in the unit cost for item 19 on the Bid Schedule of Prices.
 - New VSR-4 Back/Neck
 - New Revolution Back/Neck
 - New Speed Back/Neck
 - New Revolution Grommet
 - New Revolution Facemask
 - New Revolution Crown Liner
 - New Revolution Quick Release Facemask Hardware
 - New Speed Crown Liner
 - New Revolution Air Jaw Pads
 - New Schutt ProGuard Facemask
 - New Speed Fronts
 - Schutt Front Sizers
 - New VSR-4/Revolution Front Pockets
 - New Universal Foam Jaw Pads
 - Painting of Helmet Shell
 - DNA Lateral Liner
 - DNA Crown Liner
 - DNA Jawpad
 - Schutt ¼ Turn Screw Assembly 1 each loop strap/screw & nut
 - Chin Straps
 - NOCSAE Surcharge
3. Any equipment found to be unserviceable after inspection should be returned to the school at no charge.
4. All Equipment pertaining to a specific sport shall be returned according to the following schedule:
 - a. Fall – Returned by May 15
 - b. Winter – Returned by October 15
 - c. Spring returned by February 15
 - d. Track and field must be returned prior to the start of the next season
5. Often an item is used for several sports; therefore, each delivery must provide separate packaging for each category of items: i.e., football scrimmage vests separate from basketball pants.
6. Prices shall be constant for similar items. If an item is omitted in one sport and listed in another, we expect the low bid price to be applicable, i.e., socks are used throughout and are not always listed
7. Where shrinkage and/or other damage to items are excessive, in the opinion of the Director, the vendor shall repair, or if unsuccessful, replace **NEW**.

5. USE OF TERMS

The terms hereinafter used, **CLEAN, RECONDITION, REBUILD**, shall be understood to include, and not to be limited to the following work as minimal:

1. **Cleaning** – Launder and/or dry-clean and finish as necessary, as well as make all necessary repairs according to OSHA and NOCSAE standards.
2. **Reconditioning** – Launder and/or dry-clean and finish as necessary, as well as make all necessary repairs according to OSHA and NOCSAE standards.
3. **Rebuilding** – Launder and/or dry clean and finish as necessary as well as make all necessary repairs including adding new parts as required according to OSHA and NOCSAE standards.

All of the above terms shall include replacement with items of equal quality of laces, ties, and hardware.

6. INSURANCE AND DOCUMENTATION REQUIREMENTS

1. The contractor shall not be considered “approved” until he has obtained all insurance required per Schedule “C” and such insurance has been approved by the Yonkers Public Schools.
2. Helmet Documentation – the contractor shall not be considered approved until the Yonkers Public Schools receives 3 sample helmet inventory sheets of school districts which are presently being provided this service. Helmet documentation is as follows:
 - a. Football Helmet Documentation: All football helmets will be permanently identified with an engraved number by reconditioner. Each school will receive an inventory listing of each helmet sent for reconditioning. The inventory listing will include the following pertaining to each individual helmet:
 1. Manufacturing date
 2. Helmet model
 3. Size
 4. Date last recertified
 5. Maintenance history to include part replacement of following parts:
 - a. Front sizer
 - b. Air liner – back/neck
 - c. Crown air liner
 - d. Sweatband
 - e. Back sizer
 - f. Face maskFailure to submit helmet documentation will result in disqualification of bid
3. A decal identification number corresponding to the engraved trak number to state as follows “Property of Yonkers Public Schools”. Id# will be placed inside helmet shell.
4. Shoulder Pad Documentation and ICS (Inventory Control System) of each shoulder pad
 1. Style

- 2 Manufacture
- 3 Age
- 4 Size
- 5 Chest Size
- 6 ID Sticker – Attach to Shoulder Pad

7. Contract Duration:

This is a 36 month contract period. The contract can be renewed annually with mutual consent, under the same terms and conditions for up to two additional years. Contractor should bid accordingly.

NOTE: Prices quoted are to include pickup and delivery of uniforms and gear.

