



**Invitation for Bid**  
 16<sup>th</sup> Judicial Circuit of Missouri  
 Family Court Division  
 625 E. 26<sup>TH</sup> Street  
 Kansas City, Missouri 64108

**Residential Clothing**  
 Bid Number: 10015113

Bid issued by: Neil Struchtemeyer, CPPB

Bid issue date: Wednesday, June 17, 2026

Title: Senior Purchasing Agent

Phone number: (816) 435-4780

The purpose of this bid is to seek competition among competitors and to establish & award a cooperative term and supply contract for **Residential Clothing** between Jackson County Family Court herein referred to as (“Family Court”) and the undersigned, herein referred to as the (“Supplier”), collectively referred to as the “parties”. The term “offers” as used herein refers to the supplier’s offer made in response to this bid solicitation. The contract shall be in accordance with the terms, conditions and specifications set forth in this solicitation and the parties agree as follows in consideration of the mutual covenants contained herein.

**Bid Closes:** Thursday, July 9, 2026 at 10 a.m. CDT  
 Bids **must** be submitted prior to the closing date and time to be eligible for consideration. Bids will be publicly opened and read at 10 a.m. Central Standard Time. **Bids received after the deadline designated shall not be considered.**

**Contract Term:** August 1, 2026 through July 31, 2029

**Contract Renewal:** Possible three (3) one-year periods at the discretion of the Family Court

Send any and all questions regarding this Invitation for Bid, herein referred to as an (“IFB”) to [Neil.Struchtemeyer@courts.mo.gov](mailto:Neil.Struchtemeyer@courts.mo.gov). All questions must be submitted by 4 p.m. on June 26, 2026.

From the date this IFB is issued until an award is made, **absolutely no communication with department staff is allowed!** If communication is required between potential contractors and individuals employed by the Family Court regarding this IFB it is restricted to written communication with the Senior Purchasing Agent.

All bids submitted in response to this invitation for bid shall become the property of the Family Court and will be a matter of public record available for review under the guidelines of any applicable Federal Freedom of Information Act or Missouri “SunShine Law”.

**Timeline Schedule:**

IFB Issue Date	Wednesday, June 17, 2026
Question Deadline	4 p.m. on Friday, June 26, 2026.
IFB Due Date	Thursday, July 9, 2026 at 10 a.m. CDT
Bid Evaluation	July 9 through July 16, 2026
Award Date	Wednesday, July 22, 2026 or before
Contract Term	August 1, 2026 through July 31, 2029 with possible (3) one-year renewal periods



Note: This timeline may change if needed, but the Family Court will make every effort to stay within this schedule.

**Instructions to Bidders:** The Bidder shall comply with all the terms and conditions contained herein which are hereby made part of this contract. The submission of a bid shall be considered as prima facie evidence that the bidder has familiarized themselves with and understands the conditions under which this contract will be awarded, performed and administered. ***No Letter or stipulation submitted with a bid shall alter the terms of this Contract.***

**Preparation of Bids:** The bid shall be legibly printed in ink or typed. The bid shall be legally signed and shall include the complete address of the bidder. If a price already entered is to be altered, it shall be crossed out and initialed in ink by the bidder.

The 16<sup>th</sup> Judicial Circuit of Missouri, Family Court Division is exempt from Federal Tax (Exemption Number 43-91-0217K) and Missouri State Sales Tax Exempt Sec. 39 [10] Article 3, Missouri Constitution; Missouri Tax I.D. 12495671, and **such taxes shall not be included** in bid prices. A Sales and Use Tax Exemption letter will be provided upon request.

All bids must be signed by an individual authorized to bind the bidder. The individual signing certifies, under penalty of perjury, that he or she has legal authorization to bind the bidder. By signing the Offer to Contract/Signature Page, bidder certifies: The submission of the offer did not involve collusion or other anti-competitive practices. The bidder has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer.

Unless otherwise stated by the bidder, the bid shall be considered as being in accordance with Family Court's applicable standard specifications, and any special specifications outlined in the bid document.

Any delivery being made shall be F.O.B. Destination (the Family Court's delivered location specified herein) and all Freight and applicable Fuel Surcharges shall be included in bid prices.

A responsive bid shall substantially conform to the requirements of this Invitation for Bid and/or specifications contained herein. Bidders who substitute any other terms, conditions, specifications and/or requirements or who qualify their bids in such a manner as to nullify or limit their liability to the contracting entity shall have their bids deemed non-responsive. Also, bids containing any clause that would limit contracting authority shall be considered non-responsive. Examples of non-responsive bids include but shall not be limited to: a) bids that fail to conform to required delivery schedules as set forth in the bid request; b) bids with prices qualified in such a manner that the bid price cannot be determined, such as with vague wording that may include "price in effect at the time of delivery," and c) bids made contingent upon award of other bids currently under consideration.

**Bid Submission:** Bid submittal pages marked as "**Return Page**" shall be submitted via email to [Neil.Struchtemeyer@courts.mo.gov](mailto:Neil.Struchtemeyer@courts.mo.gov) or to the **below address** until date and time specified herein. Bids will be publicly opened, read, reviewed and tabulated by the senior purchasing agent at 10 a.m. Central Standard Time. **Bids received after 10 a.m. CDT on Thursday, July 9, 2026 shall not be considered.**

Submit by mail or messenger to the following address:

Jackson County Family Court  
Purchasing Department  
625 E. 26th Street  
Kansas City, Missouri 64108

Bid proposal must be signed in ink by the bidder and all pricing shall be made in ink or by typewriter. Erasures or alterations must be initialed by the bidder in ink. All Bids shall be tightly sealed in an envelope and plainly marked **Bid 1005113 - Residential Clothing** with date and time of bid opening, and the bidder's name and address.



**Telephone or Faxed Bids will not be accepted!**

If not submitting a bid, please complete the **Statement of No Bid** and e-mail to [nstrucht@courts.mo.gov](mailto:nstrucht@courts.mo.gov).

By submitting a bid response, you offer to enter into the proposed contract and your offer is not revocable for 90 days following the response deadline indicated herein.

All bids submitted in response to this invitation for bid shall become the property of the Family Court and will be a matter of public record available for review.

Bids may be withdrawn in person by a bidder or authorized representative, provided their identity is made known and a receipt is signed for the bid, but only if the withdrawal is made prior to the time set for receipt of bids. Bids are an irrevocable offer and may not be withdrawn within 90 days after opening date.

Suppliers are invited to be present at the opening of bids. After the official opening of bids, the amount of time necessary for bid evaluation may vary and is determined solely by the Senior Purchasing Agent. Normally a period of not less than one week is necessary. Following the bid evaluation, all bids submitted are available for public review.

**Bid Evaluation/Contract Award:** The contract will be awarded to the most responsible, responsive bidder(s) whose bid, conforming to the solicitation, will be most advantageous to the Family Court with regards to lowest and best bid.

To be considered for award, bidder must at least: have the ability to obtain adequate financial resources, be able to comply with required or proposed delivery schedule, have a satisfactory record of performance; have a satisfactory record of integrity and ethics, and be otherwise qualified and eligible to receive award.

Family Court Purchasing reserves the right to reject all or parts of bids, to waive technical defects in bids, and to select the bid(s) deemed most advantageous to the Family Court. The Family Court shall consider bids submitted on an "all or nothing" basis only if the bid is clearly marked as such.

The contract award will be made no later than Wednesday, July 22, 2026 by means of an award letter.

Only the awarded supplier will be notified. Bidders may e-mail [Neil.Struchtemeyer@courts.mo.gov](mailto:Neil.Struchtemeyer@courts.mo.gov) any time after Wednesday, July 22, 2026 to get bid results.

**Award Protest:** Any protest concerning the award of a contract shall be decided by the Chief Financial Officer after consultation with Legal Counsel. Protests shall be in writing to the Office of the Purchasing Department and shall be filed within three (3) business days of final approval and acceptance of the bid by the Purchasing Department. The written protest shall include the name and address of the protestor, the bid number, a statement of the specific reasons for the protest and supporting exhibits. A protest is considered filed when all requested information is received by the Office of the Purchasing Department along with the required cashier's check or bond. The Budget and Fiscal Operations Officer will respond to the written protest within fourteen (14) days. The Budget and Fiscal Operations Officer's decision relative to the protest shall be final, no further appeals will be recognized.

Upon receipt of a protest the Family Court may, but is not required to, delay its award of said contract. The protesting bidder is required to submit a bond by cashier's check.

The submission of the cashier's check will be as follows: 1% Percent of the value of the solicitation, but in no case less than five hundred dollars (\$500.00) or to exceed five thousand dollars. This bond shall be a US postal service money order or a certified cashier's check made payable to the Jackson County Family Court. Money will be refunded to the submitting vendor only if the protest is found to be in their favor.



### Statement of No Bid

We, the undersigned, have declined to submit a bid in response to this Invitation for Bid for the following reason(s):

- Specifications too "tight", i.e., geared toward one brand or supplier.
- Insufficient time to respond to the bid.
- We do not offer this product or service.
- Our schedule would not permit us to perform.
- We are unable to meet specifications.
- We are unable to meet bond requirements.
- Specifications are not clear (explain in Remarks below).
- We are unable to meet insurance requirements.
- Remove us from your list for this commodity or service.
- Other (explain). \_\_\_\_\_  
\_\_\_\_\_

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date: \_\_\_\_\_

Note: If you are not submitting a bid, please e-mail this "Statement of No Bid" form to Neil.Struchtemeyer@courts.mo.gov, otherwise disregard and submit the required submittal pages, marked "Return Page" by e-mail, mail or messenger.





**1.0 Scope of Service**

1.1 This Invitation for Bid is being issued by the Jackson County Family Court, herein referred to as the ("Family Court") and upon award this document shall constitute a fixed price term and supply contract between the Family Court and the undersigned, herein referred to as the ("Supplier"), collectively referred to as the "parties" for the selling and delivery of **Residential Clothing**. The term "offer" as used herein refers to the supplier's offer made in response to this Bid Number.

1.1.1 The contract term will begin on **August 1, 2026** and end on **July 31, 2029** with a possible (3) one-year renewal periods and shall be assigned Bid Contract Number 5801102726.

1.1.2 This contract shall be an open account (charge account) and billed accordingly. Purchase order(s) shall be issued as a means to order clothing and the order(s) for **Residential Clothing** shall be delivered and paid against/from said purchase order.

1.1.2.1 The supplier must be able to provide a secure web-site catalog tool with the Family Court's specific core item pricing. The supplier should also provide training on their web-site usage to the Family Court's Purchasing Department Staff as required. The supplier's web-site should have the ability for purchasing staff to place orders, when needed, at the current core item pricing. The Family Court shall also have the ability to place orders via emails or faxes to assigned account representative as provided in Section 8.0.

1.1.3 The supplier shall provide **Residential Clothing** on an as needed basis. No minimum orders shall be required to be placed!

1.1.3.1 The supplier agrees, upon written notice from the Family Court, to promptly and without charge, make corrections and/or replacement to the satisfaction of the Family Court, on any or all defective **Residential Clothing**.

1.1.4 The contract shall be in accordance with the terms, conditions and specifications set forth in this solicitation and the parties agree as follows in consideration of the mutual covenants contained herein.

1.2 If the supplier fails to deliver an order, the supplier shall take corrective action by either arranging a special delivery or by arranging for delivery by another supplier. The supplier shall assume any additional costs between the price of the originally ordered items and the price from the alternate supplier.

1.3 The supplier is responsible for notifying the Family Court Purchasing Department at (816) 435-4780 if delivery can't be made within a reasonable amount of time. The Family Court reserves the right to cancel all or any part of an order if the shipment is not made as promised.

1.4 The supplier shall guarantee delivery to the Family Court regardless of any organized work stoppages.

**2.0 Family Court Delivery Terms and Requirements**

2.1 All items shall be delivered F.O.B. (**NO FREIGHT CHARGES or FUEL SURCHARGES**) to the Family Court's Receiving Department as indicated herein:

**Jackson County Family Court  
Warehouse - West Side Metal Doors  
625 E. 26<sup>th</sup> Street  
Kansas City, Missouri 64108**

\_\_\_\_\_  
Company name | Authorized signature | Print name | Date

**Return Page**





2.2 The Family Court's delivery hours are 8:00 a.m. to 11:30 a.m. and 1:30 p.m. to 3:00 p.m. Monday through Friday, except on the following observed holidays. New Year's Day, Martin Luther King, Jr. Day, Lincoln Day (observed), Washington's Birthday, Truman Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day (observed), Thanksgiving Day, Christmas Day

2.3 The Family Court has no obligation to accept damaged shipments and reserves the right to return, at the Vendor's expense damaged merchandise even though damage was not apparent (concealed) or discovered until after the receipt of the items.

2.4 Family Court prefers that deliveries be made within **14 Business Days** after receipt and confirmation of order. If order cannot be delivered within said time frame, the supplier shall notify purchasing department with revised delivery date.

2.5 The supplier at time of delivery shall provide a Delivery Ticket-Invoice to be signed by a designated Family Court employee. The Family Court gives each of its employees an employee identification card having thereon a photograph of the employee. The Family Court will not pay for any goods and/or services delivered by the supplier to any persons who did not present to the supplier at the time of delivery their Family Court Identification Cards and who were not authorized to receive delivery. This signature shall only indicate that the order has been received, but will not indicate that the invoice has been reconciled to the actual items delivered. The reconciliation shall occur by the next day and any deviations will be reported to the Family Court's account representative, who will then issue a credit memo(s) for any incorrect charges and arrange for the return of any shipping errors or deficient products. The Family Court reserves the right to refuse payment on any unsigned delivery ticket-invoice.

**3.0 Resident Clothing Specifications**

3.1 The court's annual purchases of residential clothing for the following items are approximate totals.

3.2 The use of brand and manufacturer names (unless stated No Substitutions) are for the purpose of brevity in establishing type and quality of merchandise required and are intended to be descriptive rather than restrictive. Manufacturer, trade and/or brand name must be indicated for each item and when omitted the court shall consider to be as specified.

3.3 The apparent silence of specifications as to any detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

3.4 With regards to the following you will find our specifications that we require for each item. If variance in specifications, please specify on bid document and submit samples and catalog with bid.

3.5 **T-Shirts:** White; minimum 4.6 oz. 100% preshrunk cotton, all cotton to be absorbent and washable, flat knit with taped neck seams, sizes- medium, large, x-large, 2x-large, 3x-large, 4x-large, 5x-large, 6x-large. **Note: Irregulars are acceptable, as long as they are deemed in good (new) condition [no holes or tears].**

3.6 **Gray Sweatshirts:** Made of poly/cotton fleece in heavy 7-oz. weight; crew neck, rib knit banded bottom, cuffs, and neck; generous cut for freedom of movement; color- gray; sizes- medium, large, x-large, 2x-large, 3x-large, 4x-large, 5x-large, 6x-large.

3.7 **Nightshirts:** Preshrunk cotton; comfort fit; double needle sleeve and bottom hems, no pockets; sizes: S – 6XL.

3.8 **Ladies Briefs:** 100% preshrunk cotton; color- white; double panel crotch; sizes- 5, 6, 7, 8, 9, 10, 11.

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Company name Authorized signature Print name Date

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3.9 **Ladies Sports Bras:** Unpadded spandex; 90% cotton/10% spandex; color- white; hook-less, pullover style; sizes- 32, 34, 36, 38, 40, 42, 44.

3.10 **Men’s Boxers:** Poly/cotton blended; elastic waistband; fly front for added room and comfort; color- white; sizes- small, medium, large, x-large, 2x-large, 3x-large, 4x-large, 5x-large, 6x-large.

3.11 **Men’s Pajamas:** Made of poly/cotton blend; Tops- button front with notched collar, long sleeve, one front chest pocket; Bottoms- elastic waistband w/gripper closure and snap front fly, long legged; sizes- small, medium, large, x-large, 2x-large, 3x-large, 4x-large, 5x-large, 6x-large; color- solid.

3.12 **Inmate Elastic Waist Work Pants – Uniform Pants:** 7.5-oz. twill- 65% polyester/35% cotton, Industrial laundry grade fabric; Color- Khaki (tan); Pull-on trousers with unisex styling, mock fly, no pockets, elastic waist, hemmed bottoms; Tri-Stitch seams; permanent press; sizes- small, medium, large, x-large, 2x-large, 3x-large, 4x-large, 5x-large, 6x-large.

3.13 **Inmate V-neck Work Shirts – Uniform Tops:** 7.5-oz. twill- 65% polyester/35% cotton, Industrial laundry grade fabric; Color- Khaki (tan); pull-over shirt with non-binding V-neck, no buttons, one pocket over left breast, raglan sleeve design, Hemmed sleeves and bottoms, Tri-Stitch seams; permanent press; sizes- small, medium, large, x-large, 2x-large, 3x-large, 4x-large, 5x-large, 6x-large.

3.14 **Tube Socks:** All white, 80% Cotton/20% polyester, stretch- one size fits all.

#### 4.0 Pricing Structure

4.1 Prices shall be stated as the **Price per Each** and the **Supplier’s Selling Unit Price**. Prices shall remain firm and fixed for the terms of the initial one-year term of the contract as defined in Section 4.6. The second and third years of the contract and any subsequent renewal period will be allowed the specified price increase as stated in Section 4.2 and shall remain firm and fixed for that contracted year period.

4.2 During the second and third years of the contract and any subsequent renewal periods, price increases shall be calculated in accordance with the percentage change in the agreed to BLS – Producer Pricing Index. The PPI index to be used for price adjustments is: WPU0381. Price increase shall be reviewed and adjusted based on the current PPI and the PPI at the month of the bid opening, July, 2026. For Example: If the current PPI at the time of calculation is 115.5 and the PPI at the time of bid opening was 110, then 115.5 divided by 110 would be 1.05 minus 1.0 equals .05. Therefore, Price would increase by 5%. Prices shall remain firm and fixed during any yearly renewal period.

Visit website [http://data.bls.gov/timeseries/WPU0381?data\\_tool=XGtable](http://data.bls.gov/timeseries/WPU0381?data_tool=XGtable) to view table.

4.3 In the event prevailing market conditions warrant an adjustment in contract pricing during the contract term(s) the supplier **must** furnish written proof of said increase from vendor’s supplier to the Family Court’s Senior Purchasing Agent for review. If the increase isn’t deemed warranted, the court reserves the right to cancel contract and rebid.

4.4 The Family Court shall not be required to place minimum orders, so base your price on this fact. **Regardless of the quantity of the order placed, all shipping and fuel surcharges shall be included in the price.**

4.5 The quantities shown are estimated usage quantities based on previous years usage. The Family Court may or may not exceed these amounts during the contract period.

Company name	Authorized signature	Print name	Date
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Bid number 10015113

Residential Clothing

4.6 Family Court Pricing for Contract Term August 1, 2026 Through July 31, 2027:

Item No.	Item Description	Family Court Stock Number	Est. Yr. Issue Unit	Family Court Issue Unit	Price Per Each	Selling Unit Count	Selling Unit Price	Mfg. or Brand Name	Ordering Number
1	T-Shirt, White, Cotton, Medium	40000	150	Each	\$ _____	_____	\$ _____	_____	_____
2	T-Shirt, White, Cotton, Large	40001	300	Each	\$ _____	_____	\$ _____	_____	_____
3	T-Shirt, White, Cotton, X-Large	40002	300	Each	\$ _____	_____	\$ _____	_____	_____
4	T-Shirt, White, Cotton, 2X-Large	40003	200	Each	\$ _____	_____	\$ _____	_____	_____
5	T-Shirt, White, Cotton, 3X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
6	T-Shirt, White, Cotton, 4X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
7	T-Shirt, White, Cotton, 5X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
8	T-Shirt, White, Cotton, 6X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
9	Sweatshirt, Gray, Men's, Medium	40004	50	Each	\$ _____	_____	\$ _____	_____	_____
10	Sweatshirt, Gray, Men's, Large	40005	60	Each	\$ _____	_____	\$ _____	_____	_____
11	Sweatshirt, Gray, Men's, X-Large	40006	50	Each	\$ _____	_____	\$ _____	_____	_____
12	Sweatshirt, Gray, Men's, 2X-Large	40007	30	Each	\$ _____	_____	\$ _____	_____	_____
13	Sweatshirt, Gray, Men's, 3X-Large	40008	30	Each	\$ _____	_____	\$ _____	_____	_____
14	Sweatshirt, Gray, Men's, 4X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
15	Sweatshirt, Gray, Men's, 5X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
16	Sweatshirt, Gray, Men's, 6X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
17	Nightshirt, Women's, S - 2XL	42001	20	Each	\$ _____	_____	\$ _____	_____	_____
18	Nightshirt, Women's, 3XL - 6XL		10		\$ _____	_____	\$ _____	_____	_____
19	Briefs, Ladies, White, Size 5	42005	100	Each	\$ _____	_____	\$ _____	_____	_____
20	Briefs, Ladies, White, Size 6	42006	60	Each	\$ _____	_____	\$ _____	_____	_____

Company name \_\_\_\_\_ Authorized signature \_\_\_\_\_ Print name \_\_\_\_\_ Date \_\_\_\_\_

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Item No.	Item Description	Family Court Stock Number	Est. Yr. Issue Unit	Family Court Issue Unit	Price Per Each	Selling Unit Count	Selling Unit Price	Mfg. or Brand Name	Ordering Number
21	Briefs, Ladies, White, Size 7	42007	100	Each	\$ _____	_____	\$ _____	_____	_____
22	Briefs, Ladies, White, Size 8	42008	50	Each	\$ _____	_____	\$ _____	_____	_____
23	Briefs, Ladies, White, Size 9	42009	50	Each	\$ _____	_____	\$ _____	_____	_____
24	Briefs, Ladies, White, Size 10	42010	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
25	Briefs, Ladies, White, Size 11	42011	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
26	Bra, Sports, White, Size 32	42014	50	Each	\$ _____	_____	\$ _____	_____	_____
27	Bra, Sports, White, Size 34	42015	30	Each	\$ _____	_____	\$ _____	_____	_____
28	Bra, Sports, White, Size 36	42021	30	Each	\$ _____	_____	\$ _____	_____	_____
29	Bra, Sports, White, Size 38	42023	30	Each	\$ _____	_____	\$ _____	_____	_____
30	Bra, Sports, White, Size 40	42024	30	Each	\$ _____	_____	\$ _____	_____	_____
31	Bra, Sports, White, Size 42	42025	50	Each	\$ _____	_____	\$ _____	_____	_____
32	Bra, Sports, White, Size 44	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
33	Boxers, Men's, White, Small	44000	100	Each	\$ _____	_____	\$ _____	_____	_____
34	Boxers, Men's, White, Medium	44001	150	Each	\$ _____	_____	\$ _____	_____	_____
35	Boxers, Men's, White, Large	44002	200	Each	\$ _____	_____	\$ _____	_____	_____
36	Boxers, Men's, White, X-Large	44003	120	Each	\$ _____	_____	\$ _____	_____	_____
37	Boxers, Men's, White, 2X-Large	44004	100	Each	\$ _____	_____	\$ _____	_____	_____
38	Boxers, Men's, White, 3X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
39	Boxers, Men's, White, 4X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
40	Boxers, Men's, White, 5X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
41	Boxers, Men's, White, 6X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____

Company name \_\_\_\_\_ Authorized signature \_\_\_\_\_ Print name \_\_\_\_\_ Date \_\_\_\_\_

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Item No.	Item Description	Family Court Stock Number	Est. Yr. Issue Unit	Family Court Issue Unit	Price Per Each	Selling Unit Count	Selling Unit Price	Mfg. or Brand Name	Ordering Number
42	Pajama Tops, Men's, Small	44012	50	Each	\$ _____	_____	\$ _____	_____	_____
43	Pajama Bottoms, Men's, Small		50	Each	\$ _____	_____	\$ _____	_____	_____
44	Pajama Tops, Men's, Medium	44013	50	Each	\$ _____	_____	\$ _____	_____	_____
45	Pajama Bottoms, Men's, Medium		50	Each	\$ _____	_____	\$ _____	_____	_____
46	Pajama Tops, Men's, Large	44014	50	Each	\$ _____	_____	\$ _____	_____	_____
47	Pajama Bottoms, Men's, Large		50	Each	\$ _____	_____	\$ _____	_____	_____
48	Pajama Tops, Men's, X-Large	44015	50	Each	\$ _____	_____	\$ _____	_____	_____
49	Pajama Bottoms, Men's, X-Large		50	Each	\$ _____	_____	\$ _____	_____	_____
50	Pajama Tops, Men's, 2X-Large	N/A	50	Each	\$ _____	_____	\$ _____	_____	_____
51	Pajama Bottoms, Men's, 2X-Large		50	Each	\$ _____	_____	\$ _____	_____	_____
52	Pajama Tops, Men's, 3X-Large	N/A	<b>No Usage Data</b>	Each	\$ _____	_____	\$ _____	_____	_____
53	Pajama Bottoms, Men's, 3X-Large			Each	\$ _____	_____	\$ _____	_____	_____
54	Pajama Tops, Men's, 4X-Large	N/A	<b>No Usage Data</b>	Each	\$ _____	_____	\$ _____	_____	_____
55	Pajama Bottoms, Men's, 4X-Large			Each	\$ _____	_____	\$ _____	_____	_____
56	Pajama Tops, Men's, 5X-Large	N/A	<b>No Usage Data</b>	Each	\$ _____	_____	\$ _____	_____	_____
57	Pajama Bottoms, Men's, 5X-Large			Each	\$ _____	_____	\$ _____	_____	_____
58	Pajama Tops, Men's, 6X-Large	N/A	<b>No Usage Data</b>	Each	\$ _____	_____	\$ _____	_____	_____
59	Pajama Bottoms, Men's, 6X-Large			Each	\$ _____	_____	\$ _____	_____	_____
60	Inmate Uniform Tops, Khaki, Small	45101	30	Each	\$ _____	_____	\$ _____	_____	_____
61	Inmate Uniform Tops, Khaki, Medium	45102	100	Each	\$ _____	_____	\$ _____	_____	_____
62	Inmate Uniform Tops, Khaki, Large	45103	30	Each	\$ _____	_____	\$ _____	_____	_____

Company name \_\_\_\_\_ Authorized signature \_\_\_\_\_ Print name \_\_\_\_\_ Date \_\_\_\_\_

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Item No.	Item Description	Family Court Stock Number	Est. Yr. Issue Unit	Family Court Issue Unit	Price Per Each	Selling Unit Count	Selling Unit Price	Mfg. or Brand Name	Ordering Number
63	Inmate Uniform Tops, Khaki, X-Large	45104	30	Each	\$ _____	_____	\$ _____	_____	_____
64	Inmate Uniform Tops, Khaki, 2X-Large	45105	30	Each	\$ _____	_____	\$ _____	_____	_____
65	Inmate Uniform Tops, Khaki, 3X-Large	45106	30	Each	\$ _____	_____	\$ _____	_____	_____
66	Inmate Uniform Tops, Khaki, 4X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
67	Inmate Uniform Tops, Khaki, 5X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
68	Inmate Uniform Tops, Khaki, 6X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
69	Inmate Uniform Pants, Khaki, Small	45107	30	Each	\$ _____	_____	\$ _____	_____	_____
70	Inmate Uniform Pants, Khaki, Medium	45108	100	Each	\$ _____	_____	\$ _____	_____	_____
71	Inmate Uniform Pants, Khaki, Large	45109	100	Each	\$ _____	_____	\$ _____	_____	_____
72	Inmate Uniform Pants, Khaki, X-Large	45110	100	Each	\$ _____	_____	\$ _____	_____	_____
73	Inmate Uniform Pants, Khaki, 2X-Large	45111	30	Each	\$ _____	_____	\$ _____	_____	_____
74	Inmate Uniform Pants, Khaki, 3X-Large	45112	30	Each	\$ _____	_____	\$ _____	_____	_____
75	Inmate Uniform Pants, Khaki, 4X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
76	Inmate Uniform Pants, Khaki, 5X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
77	Inmate Uniform Pants, Khaki, 6X-Large	N/A	No Usage Data	Each	\$ _____	_____	\$ _____	_____	_____
78	Socks, Tube, White, One Size Fits All	46019	1,000	Pair	\$ _____	_____	\$ _____	_____	_____

Allowed price increase for the second and third years of the contract shall be calculated in accordance with the percentage change in the agreed to BLS - Producer Pricing Index as defined in Section 4.2.

Do you agree to participate in the following renewal periods with the Jackson County Family Court pursuant to Section 4.2.

August 1, 2029 through July 31, 2030: \_\_\_ Yes \_\_\_ No - pursuant to the BLS - Producer Pricing Index

August 1, 2030 through July 31, 2031: \_\_\_ Yes \_\_\_ No - pursuant to the BLS - Producer Pricing Index

August 1, 2031 through July 31, 2032: \_\_\_ Yes \_\_\_ No - pursuant to the BLS - Producer Pricing Index

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**5.0 Billing**

5.1 All invoices-billing shall be submitted **after delivery is made** and shall reference the Purchase Order Number. Invoices shall show a description for each item invoiced. Payment will be made no later than Net 30 after the date of acceptance by the Family Court. No late payment fees shall apply.

5.2 The supplier shall submit invoice(s), in accordance with the price(s) as stated under Section 4.0 of this bid document to the following address for approval and payment.

**Jackson County Family Court  
Accounting Department  
625 E. 26<sup>th</sup> Street  
Kansas City, Missouri 64108**

5.2.1 As an alternative to mailing invoice, the supplier may submit invoice to the following e-mail address: [accountspayable@courts.mo.gov](mailto:accountspayable@courts.mo.gov) Payment(s) will be made within 30 business days (Not calendar days) after approval of invoice(s).

**6.0 General Conditions and Terms of Bid Contract**

6.1 Bids are made upon, and are subject to the following conditions and any addendums issued. Upon acceptance by the Family Court, a supplier’s bid response and acceptance of the award letter issued shall constitute a contract for furnishing the items described in the bid in strict conformity with the contract instrument, thus eliminating the need for a formal signed contract.

6.2 Any interpretations, corrections or changes to the specifications or terms will be made by an addendum no later than forty-eight (48) hours prior to the bid opening. Addendum(s) will be distributed to all known recipients of bid documents. Suppliers shall acknowledge receipt of all addendum(s) with submission of the bid.

6.3 The term and supply contract will be awarded to the most responsible, responsive supplier whose bid, conforming to the solicitation, will be most advantageous to the Family Court with regards to lowest and best bid. The Family Court reserves the right to be the sole judge as to whether items bid will serve the purpose intended. The Family Court reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities or informalities for the best interest of the Family Court.

6.4 Design, strength, and quality of products must conform to the highest standards of manufacturing and engineering practices. The apparent silence of specifications as to any detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

6.4.1 The supplier shall defend, indemnify and save harmless the Family Court and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any negligent act or fault of the supplier, or of any agent, employee, subcontractor of the supplier in the execution of, or performance under, any contract which may result from bid award. The supplier shall pay any judgment with cost which may be obtained against the Family Court growing out of such injury or damages.

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6.5 The supplier agrees to defend, indemnify, and hold the Family Court and all of its officers, agents, employees, and elected officials whole and harmless against any and all claims for damages, costs, and expenses of persons or property that may arise out of, or be occasioned by, or from any negligent act, or omission of the supplier, or any agent, servant, or employee of the supplier in the execution of the performance of this agreement, without regard to whether such persons are under the direction of the Family Court’s agents or employees.

6.6 Once the bid contract is awarded, the price(s) and any discounts offered by the supplier shall remain firm, fixed and final for the duration of the contract term periods.

6.6.1 The Family Court reserves the right to automatically extend this bid contract for a period not to exceed 90 calendar days past the original contract expiration date or any subsequent renewal periods utilizing the current pricing, in order to provide the Family Court with continual service and supplies while a new contract is being solicited, evaluated and/or awarded. By affixing its authorized signature, the supplier hereby acknowledges and agrees to these rights.

6.7 **Residential Clothing:** Purchase order(s) shall be issued as a means to order clothing and the order(s) for **clothing** shall be delivered and paid against-from said purchase order. The Family Court will make every effort to purchase the items listed (on an as needed basis, with no minimum orders) from the supplier [see section 1.2].

6.7.1 The purchase order number **must** appear on all itemized invoices and packing slips. The Family Court shall not be held responsible for any orders placed and/or performed without a valid current purchase order number.

6.7.2 Payment will be made for all orders rendered and accepted by the Family Court for which a valid invoice has been received.

6.8 **Add/Delete Item** - A possibility could exist that an item may be added or deleted as necessary. If an item is added, the Family Court’s Senior Purchasing Agent will require a quote from the supplier for said new item and that quote will become a firm fixed price for any duration of the term of the contract. If an item is deleted, Family Court shall not be liable for any future purchase of said item.

6.9 **Samples** of products being bid **may be required** at any time. If requested, the samples **must** be furnished free of charge, including freight and/or applicable fuel surcharges.

6.10 **Funding** – Family Court is operated and funded on a **January 1 to December 31** basis. The Family Court reserves the right to terminate, without liability, any contract for which funding is not available.

6.10.1 **Termination** - The supplier may terminate this agreement with 30 days written notice with the showing of good cause for any undue hardship in satisfactorily being able to fulfill the term of the contract and with final approval from the senior purchasing agent.

6.10.1.1 If the supplier files for or goes into bankruptcy proceedings this agreement shall immediately become null and void.

6.10.2 The Family Court reserves the right to terminate this agreement with 30 days written notice for any reason deemed acceptable to the Family Court. Upon delivery of such notice by the Family Court to the supplier, the supplier shall proceed to cancel promptly all existing orders and contracts insofar as such orders or contracts are chargeable to this agreement. As soon as practicable after receipt of notice of termination, the suppliershall submit an invoice to the Family Court for payment of that portion of the agreement successfully performed.

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6.10.2.1 If this bid contract is terminated, the Family Court, in addition to any other rights provided for in this bid contract, may require the supplier to transfer title and deliver to the Family Court in the manner and to the extent directed, any completed materials. The Family Court shall be obligated only for those materials rendered and accepted prior to the date of termination.

6.10.3 In the event of termination, the supplier shall receive payment prorated for that portion of the contract period services were provided to and/or goods were accepted by the Family Court subject to any offset by the Family Court for actual damages including loss of state matching funds.

6.10.4 The rights and remedies of the Family Court provided for in this contract shall not be exclusive and are in addition to any other rights and remedies provided by law.

6.11 Questions regarding any issues with this contract shall be made to the purchasing agent at [Court.Purchasing@courts.mo.gov](mailto:Court.Purchasing@courts.mo.gov).

6.12 The successful supplier agrees to protect the Family Court from claims involving infringements of patents and/or copyrights.

6.13 In case any one or more of the provisions contained in the contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

6.14 **Insurance** - The supplier shall understand and agree that the Family Court cannot save and hold harmless and/or indemnify the supplier or employees of the supplier against any liability incurred or arising as a result of any activity of the supplier or any activity of the supplier's employees related to the supplier's performance under this contract.

6.14.1 Therefore, the supplier must acquire and maintain adequate insurance in the form(s) and amount(s) sufficient to protect the Family Court, its agencies, its employees, its clients, and the general public against any such loss, damage and/or expense related to his/her performance under this contract. The insurance coverage shall include general liability and appropriate commercial general liability and **must** be provided to the Family Court within 5 business days after request is made.

6.15 **EOE** - The supplier agrees to comply with all Federal and State Laws, and Local Ordinances where applicable, relating to fair labor practices and discrimination in the employment of persons.

6.16 **UCC** - The supplier and the Family Court agree that all parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

6.17 **Venue** - This agreement will be governed and construed according to the laws of the State of Missouri. This agreement is performable in the County of Jackson, State of Missouri.

6.18 The supplier shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of the Family Court.

6.19 No public official shall have interest in this contract, in accordance with Missouri local government code.

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6.19.1 No Premiums, rebates, or gratuities shall be given to any employee of the Family Court as a result of an awarded bid contract. Furthermore, the supplier shall not knowingly employ, during the term of this bid contract and/or any renewal periods any Family Court employee who has participated in the making of this bid contract until at least two years following his/her termination of employment with the Family Court.

6.20 **Age and Manufacture** - All tangible goods being bid must be new and unused, unless otherwise specified, in first class condition, of current manufacture, and furnished ready to use. All items not specifically mentioned that are required for a complete unit shall be furnished.

6.21 The supplier shall warrant that all materials utilized in the performance of this contract shall conform to the proposed specifications and/or all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title.

6.21.1 The supplier further agrees, upon notice from the Family Court, to promptly and without charge, make changes, corrections and/or replacement, to the satisfaction of the Family Court, which may be required to make good all defects in design and material under its' intended use from the Manufacturer. The supplier shall receive no compensation for cost in replacement of goods or workmanship.

6.22 **Force Majeure** - The supplier shall not be liable if the failure to perform this contract arises out of causes beyond the control of or negligence of the supplier. Causes may include, but are not limited to, acts of nature, fires, quarantine, strikes other than by the supplier's employees, and freight embargoes.

6.23 **Waiver** - Waiver of any breach of any provision in this contract shall not be a waiver of any prior or subsequent breach. Any waiver shall be in writing and any forbearance or indulgence in any other form or manner by Jackson County Family Court shall not constitute a waiver.

6.24 In the event that Family Court only receives a single bid to its solicitation, then Family Court reserves the right to turn the single received bid into a negotiated procurement.

6.25 **Right to Work** - All suppliers doing business in the State of Missouri and working on behalf of the Family Court must ensure that all current employees of the supplier or sub-consultant working at Family Court are legally eligible to work within the United States under the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 ("IIRIRA 96") and the Federal Immigration and Nationality Act Section 274A, 8 U.S. Code § 1324(a)(1)(A)(iv)(b)(iii) - Unlawful employment of aliens.

6.25.1 If the senior purchasing agent determines that a current supplier employs any persons not eligible to work in the United States, the supplier shall be in breach of bid contract and the court may lawfully cancel the bid contract and suspend or debar the supplier from doing business with the Family Court.

6.26 **Account Representative** - The supplier should have an account representative assigned to the Family Court for any issues that may arise during the contract term or subsequent renewal periods.

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Company name | Authorized signature | Print name | Date

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**7.0 Affidavit**

I, the undersigned, in and for the City of \_\_\_\_\_, County of \_\_\_\_\_, State of \_\_\_\_\_ being duly sworn on her or his oath, deposes and says;

1. That I am the \_\_\_\_\_ (Title of Affiant) of \_\_\_\_\_ (Name of Supplier) and have been authorized by said supplier to make this affidavit on its behalf;

2. That no officer, agent or employee of the Court is financially interested, directly or indirectly in what the supplier is offering to sell to the Court pursuant to this Invitation for Bid.

3. That if the supplier were awarded any contract from the Court, no officer, agent or employee of the Court would be pecuniarily interested in or receive any benefit from the profit or emoluments of such;

4. That the supplier has not participated in collusion or committed any act in restraint of trade, directly or indirectly, which bears upon anyone's response or lack of response to this Invitation for Bid.

5. Supplier certifies and warrants that the supplier or supplier's firm/organization is not listed on the General Services Administration's Report of Debarred and/or Suspended Parties.

6. Supplier certifies and affirms that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

7. Supplier certifies and affirms its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

\_\_\_\_\_ (Name of Supplier)

By: \_\_\_\_\_ (Signature of Affiant)

\_\_\_\_\_ (Title of Affiant)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the County of \_\_\_\_\_

State of \_\_\_\_\_

(Seal)

My commission expires: \_\_\_\_\_

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Bid number 10015113

Residential Clothing

**8.0 Supplier information:** Completion in full is required!

Company name: \_\_\_\_\_

Physical address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Payment address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Company phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Check One:  Corporation  Partnership  Sole Proprietorship  Limited Liability Corporation

General information: Number of permanent employees \_\_\_\_\_ Number of years in business \_\_\_\_\_

Percentage of work to be done under proposed contract by company employees \_\_\_\_\_%

Geographical limits of business operation \_\_\_\_\_

Has company ever done business under a different name: (Circle one) Yes No

If yes, give name and location \_\_\_\_\_

\_\_\_\_\_

Has company ever withdrawn or defaulted on a contractual obligation: (Circle one) Yes No

If yes, state where and why \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has company ever withdrawn or defaulted on a contractual obligation: (Circle one) Yes No

If yes, state where and why \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Company name | Authorized signature | Print name | Date

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**9.0 Disadvantaged Business Enterprise (DBE) Status - indicate status claimed:**

- 1. Minority Owned Business (MBE)  Yes  No  
 African American  Latino  Native American  Asian  Pacific Islander
- 2. Woman Owned Business (WBE)  Yes  No
- 3. Small Business  Yes  No

**10.0 Offer to Contract**

We hereby offer and agree to provide the **Residential Clothing** in compliance with all terms, conditions, specifications, and amendments in the Invitation for Bid and any written exceptions in the offer. We understand that the items in this Invitation for Bid; including, but not limited to, all required certificates are hereby fully incorporated herein as a material and necessary part of the contract.

We further acknowledge that the term of the contract will begin on **August 1, 2026** and end on **July 31, 2029** and will henceforth be referred to as Bid Contract Number 5801102726. We further understand that a possible renewal period of up to three (3) one-year terms could exist with approval from the court. It is understood that the court could elect to utilize one or all three renewal periods at their discretion. All terms, conditions, specifications, and amendments shall apply to any and all renewal periods, referencing section 4.2 and 4.3 for pricing.

The Family Court shall reserve the right to automatically extend this contract for a period not to exceed 90 calendar days past original or renewal contract expiration date, utilizing the then current pricing, in order to provide the court with continual service while a new contract is being solicited, evaluated and/or awarded. By affixing our authorized signature to this **Offer to Contract**, we the supplier hereby acknowledge and agree to these rights.

**Local Government Use (Cooperative Procurement):**  I agree  I decline ~ to sell under the same prices, discounts and terms of this contract to any Municipal, County, Public Utility, Hospital, or Educational Institution that are located within the greater Kansas City Metropolitan Trade Area. Possible negotiations could occur to clarify any additional terms and/or conditions needed by any participating entities or parties to this contract. (All deliveries are to be F.O.B. Destination and there shall be no obligation on the part of any entity or party to utilize this contract).

**To Place Orders:** E-mail address \_\_\_\_\_

**Account Representative - Print name** \_\_\_\_\_

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Phone number

I the undersigned hereby state, under penalty of perjury, that all information provided is true, accurate, and complete, and states that I have the authority to submit this bid, which upon acceptance by the court by means of the issuance of a bid contract award letter shall constitute a contract for the providing of **Residential Clothing** described herein, thus eliminating the need for a formal signed contract between the parties.

_____ Company name	_____ Authorized signature	_____ Print name	_____ Date
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