HILLSBORO R-3 SCHOOL DISTRICT
100 Leon Hall Parkway Hillsboro, MO 63050 636-789-0060
District Motto: *Together, we educate and inspire the learners of today and the leaders of tomorrow*

Official Request for Proposal: Athletic Apparel, Footwear, and Equipment Partnership

1. Project Overview and Objective

The Hillsboro R-III School District is formally soliciting proposals from qualified vendors to establish an exclusive, multi-year partnership for the procurement of athletic apparel, uniforms, footwear, and equipment. The primary objective of this Request for Proposal (RFP) is to secure a preferred vendor capable of providing high-quality products, aggressive pricing structures, and a comprehensive rewards and incentives package. This partnership is designed to maximize the value of the district's athletic budget while providing superior support for our interscholastic programs.The term of this partnership shall be for (3) years, commencing on **July 1, 2026**, and concluding on **June 30, 2029**.

2. Administrative Instructions and Timeline

Proposals must be submitted in accordance with the following logistics and deadlines. Late submissions will not be considered.

- **Return Deadline:** June 19, 2026, at 10:00 AM CST
- **Submission Address:** 100 Leon Hall, Hillsboro, MO 63050
- **Attention:** Brian Sucharski, Activities Director

3. Scope of the Partnership

3.1. Included Programs

The selected vendor shall serve as the exclusive provider for the following sports and departments, including sideline and professional gear for administrative staff:

- Football
- Basketball (Men's and Women's)
- Volleyball (Women's)
- Soccer (Men's and Women's)
- Baseball
- Track & Field (Men's and Women's)
- Cross Country (Men's and Women's)
- Wrestling (Men's and Women's)
- Softball
- Golf
- Lacrosse (Men's and Women's)
- Cheerleading
- Pom-Pons/Dance
- Administrative Staff

3.2. Uniform Replacement Cycle

Vendors must demonstrate the ability to support the district's established rotation. Proposals should account for the following inventory and budgeting schedule:

Cycle Year	Sports Included in Cycle
2026-2027	Track, Cheerleading, Wrestling, Baseball, Golf
2027-2028	Junior High Rotation
2028-2029	Football, Boys' Basketball, Cross Country
2029-2030	Girls' Basketball, Volleyball, Girls' Soccer, Softball, Boys' Soccer, Pom-Pons/Dance

4. Proposal Requirements: Pricing and Discounts

Vendors must propose a fixed percentage discount off retail or catalog pricing for the duration of the five-year term. Discounts shall apply to the "blank" garment or item. Please complete the following table:

Category	Proposed Discount (% Off Retail/Catalog)
Stock Footwear	
Stock Apparel & Accessories	
Custom Uniforms (including custom footwear)	
Catalog Branded Hard Goods (Equipment)	

Please provide proposed incentives (%/$) for the following line items:

One-Time Signing Bonus $:_____

Annual Promotional Allotment $:_____

Tiered Annual Apparel Rebates%:_____

Hard Goods Rebate%:_____

Uniform Incentive Program: Proposals must include specific promotional dollar allotments for varsity uniforms. The following values are required as a minimum for both the "First Set" and "Second Set" purchases:

Decoration Services: Vendors **must** provide a standardized, locked-in price list for all decoration services (screen printing and embroidery). These costs will be added to the discounted blank product price to determine the final unit cost.

6. Logistics, Services, and Branding Support
6.1. Shipping and Freight

Proposals **must** adhere to the following shipping terms:

- **Free freight** on all apparel and cloth shipments.
- **No shipping charges** for any orders delivered by local sales representatives or picked up from the vendor's local office.
- Freight for all hard goods and equipment **shall be capped at 3%** of the order value.

6.2. Online Team Shop Capabilities

The vendor is required to provide an online "Team Shop" platform for player-pay orders.

- All products on the Team Shop must be priced at **20-25% off retail**.
- **Mandatory Requirement:** All sales generated through these online shops **must** count toward the district's total annual spend for the purpose of calculating tiered rebates.

6.3. Branding and Marketing Package

To support the district's visual identity, the vendor must provide a "Launch Package" in Year 1. This package must include:

- (1) 10'x8' Deluxe Media Backdrop (Double-sided).
- (1) 8' Branded Table Cloth.
- (7) Single Avenue Banners (30"x60") with all necessary mounting hardware.
- (1) 10'x10' Pop-up Tailgating Tent.

- **Decoration Guarantee:** All promotional apparel obtained via program credits or rebates shall be decorated at **no additional charge**.

7. Terms and Conditions

- **Exclusivity:** All athletes and staff are required to use the partner's branded products exclusively during all athletic-related activities when the district is the purchaser.
- **Rebate Redemption:** Product rebates **must** be redeemed during the months of **May and June** of each year. Credits do not carry over from year to year.
- **Eligibility:** The district must remain current on all payment obligations to remain eligible for rebates and promotional allotments.
- **Spending Exclusions:** Sales generated specifically for the Cheerleading program are excluded from total spend calculations for the purpose of annual rebates.

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Request For Proposals (RFP) - Hillsboro R-III School District

The Hillsboro R-III School District invites competitive proposals from qualified vendors to establish a two year partnership with an option for a third year for the supply of athletic apparel, uniforms, footwear, and equipment. The objective is to secure high-quality products, competitive pricing, and comprehensive support for our athletic programs while maximizing value through rebates and promotional incentives.

Timeline

- Return Date and Time: Before 10am CST, Friday June 19, 2026
    - Location 100 Leon Hall, Hillsboro, MO 63050
- Bid Opening Date and Time: 10am CST, Friday, June 19, 2026 at
    - Location 100 Leon Hall, Hillsboro, MO 63050
- Tentative Bid Award date: Thursday, June 25, 2026

Additional Information:

- For project descriptions and specifications, please visit our district website prior to the pre-bid meeting. hsdr3.org
- Contact the Hillsboro Athletic department at 636-789-0060, for further assistance.

Thank you for your interest in participating in our projects.