



January 13, 2020

Re: 19ITBC122716A-FB, Uniforms and Accessories

Dear Bidders:

Attached is one (1) copy of Addendum No. 2 19ITBC122716A-FB, hereby made a part of the above-referenced Invitation to Bid Commodities (ITBC).

Except as provided herein, all terms and conditions in the RFP referenced above remain unchanged and in full force and effect.

Sincerely,

Felicia Brooks

Assistant Purchasing Agent

This Addendum forms a part of the contract documents and **modifies** the original ITBC documents as noted below:

- Attachment # 1 – Questions for Clarification

ACKNOWLEDGEMENT OF ADDENDUM NO. 2, 19ITBC122716A-FB Uniforms and Accessories

The undersigned Bidder acknowledges receipt of this Addendum No. 2 by returning one (1) copy of this form with the Bid submittal package utilizing the Vendor Self-Service System, by the ITBC due date, Thursday, January 16, 2020 @ 11:00 A.M.

This is to acknowledge receipt of Addendum No. ____, _____ day of _____, 2020.

Legal Name of Bidder/Proposer

Signature of Authorized Representative

Title

Questions for Clarification

Question: Group A – Lines 1, 2, 3, 4, 5, and 6; Will there be logos, patches or silkscreen on t-shirts?

Answer: T-shirts should contain silkscreen.

Question: Group A – Lines 25, 26 and 27; Women’s short sleeve polo with pockets are not available. Unisex is available. Is this acceptable?

Answer: No. Unisex will not be acceptable.

Question: Group A – Lines 34, 35 and 36; Women’s long sleeve polo not available. Unisex is available. Is this acceptable?

Answer: No. Unisex will not be acceptable

Question: Group A – Lines 73, 74 and 75; Women’s pullover crew neck sweaters are not available. Unisex is available. Is this acceptable?

Answer: No. Unisex will not be acceptable

Question: Group A – Lines 73, 74 and 75; Women’s scoop neck short sleeve sweaters are not available in white. All other requested colors are available.

Answer: If alternate items are quoted include detailed descriptions and images with your response.

Question: Group A – Lines 82, 83 and 84; Women’s parkas are not available. Unisex is available. Is this acceptable?

Answer: No. Unisex will not be acceptable but an alternate to a Parka is acceptable. For alternate items include detailed descriptions and images with your response.

Question: I see that you are requesting a patch for the hats. Typically, hats are embroidered with logos. Is embroidery on hats allowable?

Answer: Yes. Embroidery is allowable.

Question: Could we have manufacturer item numbers for all items on the request, as the descriptions for many does not provide enough detail for us to know/bid the desired item type? We cannot know if we are bidding an alternate without this detail.

Answer: The manufacturers and item numbers should be the product each vendor is providing per the descriptions given. Vendors may provide as much detail as they desire including attaching pictures.

Question: **Could we please get a photo of patches and emblems with dimensions?**

Answer : The approximate size of the patch is 2.5" white twill back ground, black letters, black narrow edge. A photo will be provided to the awarded bidder.

Question: **The bid states the samples are not required to be submitted with response. Are the samples due if the contract is awarded or are all bidders required to submit samples? If all bidders are required to be provided, when are the samples due?**

Answer: Samples are not required to be submitted by all vendors. If samples are needed, an email with submittal requirements will be forwarded.

Question: **Is it possible to see a photo of the cap with the patch and the wind breaker with the screen printing on it?**

Answer: A sample can be provided to the awarded bidder.

Question: **Are patches on elbow of ALL sweaters or just No. 26) Men's Sweater – pull over crew neck with elbow patches?**

Answer: Elbow patches are only required on Item No. 26.

Question: **For Group C – Sweaters –What are the embellishments for the 4 types of sweaters? Is there embroidery on the front of the sweaters or only the elbow?**

Answer: Elbow patches are only required on Item No. 26. All others will have embroidery on the front.

Question: **Is the “elbow patch” the same size as the patch used for the caps?**

Answer: The approximate size of the patch is 2.5" white twill back ground, black letters, black narrow edge.