



SUBJECT: Request for Proposals (“RFP”) – Web Based Uniform Purchase Program - (RFP 21-069; RFX # 6100013923) Scheduled to Open: June 14, 2021; Date of Issue: April 28, 2021

FROM: Denise D. Gómez-Esquivel, C.P.M, CPPB
Procurement Administrator

DATE: June 11, 2021

THIS NOTICE SHALL SERVE AS ADDENDUM NO. II - TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

THE ABOVE MENTIONED REQUEST FOR PROPOSAL IS HEREBY AMENDED AS FOLLOWS:

1. The RFP opening date is hereby extended to **Monday, June 21, 2021.**
2. RFP Attachment B, Price Schedule, DELETE: Item 63.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011 RESTRICTIONS ON COMMUNICATION

Question 1: When SAFD employees purchase a garment through the ordering portal and this item requires embellishment, such as a T-shirt, will the employee include the line item for the correct embellishment charge? The lines below are from the RFP price list for some embellishment options. Or is it expected that the T-shirt itself is priced on this RFP to include all embellishments?

Example: Some T-shirts are listed as “SAFD” T-shirt, which we could assume has the SAFD imprint on it, (there are other T-shirts listed that do not say SAFD) but should we as the bidder include in the pricing the addition of the employee’s name or will the person placing the order use one of the line items below to show the additional charge? Please clarify.

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| 60 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | CUSTOM EMBROIDERY DESIGN W 1 LINE TEXT |
| 61 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | CUSTOM EMBROIDERY DESIGN DIGITIZATION SETUP |
| 62 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | CUSTOM EMBROIDERY/HEATPRESS SET UP |
| 63 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | CUSTOM EMBROIDERY DESIGN DIGITIZATION SETUP |
| 64 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | 1 LINE CUSTOM TEXT EMBROIDERY |

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| 65 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | 1 LINE RIGHT CHEST EMBROIDERY |
| 66 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | 2 LINE RIGHT CHEST EMBROIDERY |
| 67 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | 3 LINE RIGHT CHEST EMBROIDERY |
| 68 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | 1/2 IN NAMESTRIP MONOGRAM |
| 69 | EMBROIDERY/ENGRAVING/MONOGRAMING/HEAT PRESS/SCREEN PRINT | STANDARD 3/4 IN NON APPLIED NAMESTRIP MONOGRAM |

Response: The pricing should include the embellishments per garment. Certain items would have specific embellishment options. Example: A button down uniform shirt will not have the option of silk screen or heat press, but would for embroidery.

Embellishments are also listed separately because, technically, an employee may ask to have a garment embellished after damage to the garment, change in rank, etc. Should not happen very often, but could happen.



Denise Gómez Esquivel

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