

October 13, 2017

To: Prospective Vendor(s)

Subject: Solicitation Number: DHSMV ITB 014-18  
Uniform Apparel  
Addendum No. 1

The enclosed information is provided for consideration in the preparation of your response to the above-referenced ITB.

All other terms and conditions of the ITB remain in effect.

**To the extent this Addendum gives rise to a protest, failure to file a protest within the time prescribed in subsection 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.**

The Department received a late question from a prospective Bidder. The Department determined that the question raised an issue that could negatively impact the Department and, therefore, the Department has addressed this question.

Sincerely,

*Lisa M. Bassett*

Lisa M. Bassett, Chief  
Bureau of Purchasing and Contracts

Enclosure(s):

Questions and Answers (3 pages)  
Addendum No. 1 (3 pages, INCLUDING FORM 5-A – BIDDERS SAMPLES REVIEW CHECKLIST)

## DHSMV ITB 014-18 UNIFORM APPAREL QUESTIONS AND ANSWERS

All written questions are reproduced in the same format as submitted by the Bidder.

Question(s) received from DGG Uniform and Work Apparel:		
1.	Question:	<p>On item #1. On colors will you accept variations of color options example: instead of light gray –Graphite or Steel gray? Is there a specific brand and part number that matches this entire description?</p> <p><b>Suggestion: In order to allow for competitive pricing:</b> To state in the description to allow alternate submittals as long as samples and description are provided and meet the technical requirements and supports value added as described in <b>Section 2.3 VALUE ANALYSIS.</b></p>
	Answer:	See Addendum No. 1, Item No. 1, sub-item (c).
2.	Question:	<p>On item #2. On colors will you accept variations of color options ex: instead of “cobalt” – French or Navy blue? Is there a specific brand and part number that matches this entire description?</p> <p><b>Suggestion: In order to allow for competitive pricing:</b> To state in the description to allow alternate submittals as long as samples and description are provided and meet the technical requirements and supports value added as described in <b>Section 2.3 VALUE ANALYSIS.</b></p>
	Answer:	See Addendum No. 1, Item No. 1, sub-item (c).
3.	Question:	On Item #5. a) Will you consider a Navy jacket with a reflective marking on the bottom of the jacket? b) Is there a specific brand and part number that matches this entire description?
	Answer:	a) The Department will permit an optional reflective marking to be placed/located on the bottom of the jacket, as an option. All other requirements remain the same. b) No.
4.	Question:	<p>On item #6. Will you consider other blends of material? Twill Cotton – Nylon/Poly blend – suede? Is there a specific brand and part number that matches this entire description?</p> <p><b>Suggestion: In order to allow for competitive pricing:</b> To state in the description to allow alternate submittals as long as samples and description are provided and meet the technical requirements and supports value added as described in <b>Section 2.3 VALUE ANALYSIS.</b></p>
	Answer:	No other blends of material will be accepted.

5.	Question:	On the quantities stated is that per year or total quantity over a combined 3 year period?
	Answer:	The estimated quantities provided are over a combined 3-year period. These quantities are not guaranteed, and are provided as an estimate. Actual quantities ordered may be more or less than the estimate provided.
<b>Question(s) received from Permatex of Florida:</b>		
6.	Question:	Can the offer be sent by UPS or FedEx?
	Answer:	Yes.
7.	Question:	Our suppliers don't provide ITEM 5 UNISEX. We can provide it for ladies and gentlemen and the price is the same.
	Answer:	The Department will permit gender specific rain jackets, as long as the pricing is the same. All items must meet the specifications in Section 3.2, Technical Specifications. Also, see Addendum No. 1, Item No. 1, sub-item (b).
8.	Question:	For ITEMS 3 and 5 the largest size of our suppliers is 4XL. Is it a requirement to quote size 5XL?
	Answer:	The Department has determined that the 5XL is not required. See Addendum No. 1, Item No. 1, sub-items (a) and (b).
9.	Question:	What would be the minimum amount of ITEMS for each order? This information would allow to provide a more accurate price for the shipping expenses.
	Answer:	Orders are placed as requests are received from offices located throughout the State of Florida. Amounts vary, depending on the needs of the office placing the order. The Department does not have a minimum requirement; thus, some orders may be for one item and some orders may have multiple items.
10.	Question:	Is it possible to quote for one ITEM different models in order to be able to provide all the colors required for that specific ITEM? Not all the ITEMS have all the colors requested in one same model. We are able to offer all the requested colors if more than 1 model is accepted (please note all the proposed/offered models would have the same features)

	<b>Answer:</b>	No. Only one model per item will be accepted in order to provide uniformity.
11.	<b>Question:</b>	Is it possible to replace the khaki color with the tan color?
	<b>Answer:</b>	See Addendum No. 1, Item No. 1, sub-item (c).
<b>Question(s) received from Galls:</b>		
12.	<b>Question:</b>	LIQUIDATED DAMAGES Is the return call policy a 24 hour turnaround? If we receive a VM or email a few minutes before we leave for the day and can't get to it until the next morning would we be charged the fee? Could we set up a parameter around this? Maybe all calls / emails received after 4pm could be returned on the next business day?
	<b>Answer:</b>	See Addendum No. 1, Item No. 2.

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**DHSMV-ITB-014-18**  
**UNIFORM APPAREL**  
**ADDENDUM NO. 1**

**Item No. 1**

Section 3.0, SCOPE OF SERVICES, sub-section 3.2, TECHNICAL SPECIFICATIONS, is hereby amended as follows:

a) Item 3., Coveralls, is hereby amended to now read as follows:

Coveralls: standard long-sleeve, unisex coveralls, available in sizes S – 4XL. Fabric must be made of cotton twill, heavy-duty, stain and fade resistant, available for logo personalization, and must be available in the following color for all sizes: navy blue. If coverall is provided with zipper, it must be made of durable metal construction. If buttons or snaps are provided they must be heavy-duty and durable.

b) Item 5., Waterproof rain jacket/parka, is hereby amended to now read as follows:

Waterproof rain jacket/parka: unisex, ~~or men's and women's~~ long-sleeve hooded parkas, available in sizes XS-~~5XL~~4XL. Fabric must be nylon, 100% waterproof, must have sealed seams, and must be available for logo personalization. Must be available in all sizes in the following color: navy blue. ~~If a unisex jacket is not bid, sizing must be appropriate for the respective gender (i.e., men's jackets must be cut/fit as men's jackets and women's must be cut/fit for women).~~

c) Item 7., Apparel Colors, is hereby added as follows:

7. Apparel Colors: Except for black, white, and navy blue, the Department will permit color variations (e.g., forest green, steel gray) as long as the color bid is in the required "color family" (i.e., as close to the listed color as possible). The Department reserves the right to reject alternate colors bid.

**Item No. 2**

Section 3.0, SCOPE OF SERVICES, sub-section 3.4, UNIFORM ORDERS, Item B, Customer Service and Support, is hereby amended as follows:

The Vendor must have an active account-manager or other representative to ensure that customer service and help desk support is available and provided to Department staff during normal business operating times of Monday through Friday, 8:00 am – 5:00 pm ET (excluding State-observed holidays). Support/assistance shall be provided via telephone and email communication to the Department the same day as requested by

the Department. returned the same day received. If an email or telephone call is sent to the Vendor after 4:00 pm, ET, the Vendor must respond no later than noon, the next business day. Failure to timely return telephone and/or email communication ~~the same day received~~ will subject the Vendor to liquidated damages as provided in Section 3.12, Performance Standards and Liquidated Damages.

The Vendor shall provide customer service tracking and conflict resolution, which must include, but not be limited to:

1. On-time shipments;
2. Shipment accuracy/returns/exchanges;
3. Invoice accuracy; and
4. Order fill rate.

### **Item No. 3**

Section 5.0, BID SUBMISSION INSTRUCTIONS, sub-section 5.1, BID SUBMISSION CONTENTS, Item B., Bid Samples, sub-items 5, 6, 7, and 8., are hereby amended as follows:

5. One (1) size 8, x-long, pair of women's self-adjusting waist, hemmed cargo pants
6. One (1) size 14, regular, women's self-adjusting waist, hemmed cargo pants
7. One (1) size 42, men's self-adjusting waist, hemmed cargo pants with 30" inseam
8. One (1) size 34, men's self-adjusting waist, hemmed cargo pants with 32" inseam

### **Item No. 4**

FORM 5 BIDDER SAMPLES REVIEW CHECKLIST, is hereby deleted in its entirety and replaced with FORM 5-A attached hereto and made a part of the ITB. All references in the ITB to FORM 5, shall hereinafter refer to FORM 5-A.

### **Item No. 5**

DHSMV-ITB-014-18, Questions and Answers, are hereby attached and made a part of this addendum.

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