



STATE OF FLORIDA

# DIVISION OF EMERGENCY MANAGEMENT

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Governor

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## ADDENDUM #1

### ITB-DEM-15-16-055 Kids Get A Plan T-Shirts

The Division is issuing ADDENDUM #1 to include the Questions and Answers below. This Addendum does not need to be acknowledged by the vendor.

1. We received the notice for bids on the Kids Get a Plan t-shirts for your agency. Please provide the following details:

-total number of shirts

**See section 5, Special Notes in Scope of Work. The Division is committed to ordering no less than 10,000 shirts over the term of the project (1 year).**

-size breakdown of shirts

**See sections 3 and 4, Service Tasks and Tasks and Deliverables in Scope of Work. T shirts will range in size from Youth XS to Adult 2XL. Size breakdown will vary per order.**

-shirt color & fabric content

**Colors will be determined between the Division and the Vendor and may vary per order. Fabric must be 100% Preshrunk cotton.**

-number of imprint colors

**See section 4, tasks and deliverables in Scope of Work. Front imprint – 4 color, Back imprint – 9 color**

-number of imprint locations

**2 – Front left “pocket” area, back center**

-in hands deadline

**In hands deadline will vary per order.**

2. Can we assume there will be one large (approx.. 10k pcs) order and then a single fill-in order? Or will it be several smaller orders throughout the year?

Re-setting up a job of this size (screen-wise) is very costly/time intensive for a production environment.

**Please see section 5 of Scope of Work. Ordering throughout the term will be on an as-needed basis and the quantity of the order will vary based on need. The Division commits to ordering no less than 10,000 shirts over the term of the project.**

3. Can we suggest/pick the 'bright' t-shirt colors? Or do you have ones in mind?

**Please see section 3 of the Scope of Work. Colors will be determined between the Division and the Vendor, and may vary per order.**

4. Do the youth and adult colors have to match, or can they be slightly different?

**Please see section 3 of the Scope of Work. Colors will be determined between the Division and the Vendor, and may vary per order.**

5. How many different colors are you looking for the 'assortment'?

**Traditionally T shirts have been printed in bright colors, including pink, turquoise, red, yellow, orange, royal blue, and green. The Division would like to continue to print t shirts in a range of bright colors, as referenced in section 3 of the Scope of Work.**

6. Will ALL 10,000 shirts be purchased and printed at one time?

**Please see section 5 of Scope of Work. Ordering throughout the term will be on an as-needed basis and the quantity of the order will vary based on need. The Division commits to ordering no less than 10,000 shirts over the term of the project.**

7. I know the bid says that the shirts will be printed on an as needed basis. Do you happen to know the minimum shirt quantity run on any given order. My minimum to go to press with 9 colors is 144 pieces.

**Please see section 5 of Scope of Work. Ordering throughout the term will be on an as-needed basis and the quantity of the order will vary based on need. The Division commits to ordering no less than 10,000 shirts over the term of the project.**

**Past orders by the Division for Kids Get A Plan T Shirts have been between 2,500 and 10,000 t shirts per order.**

8. Is the images to be printed going to be the same size on the youth shirts as the adult shirts?

**Front image will be the same size. Back image should be to scale of shirt size.**

9. Do you have the final eps file going to print?

**Yes. Logo files were included with the ITB for reference. The Division will supply the .eps file for printing purposes to the awarded vendor.**

10. When will the initial order be placed after the bid is awarded?

**Orders will be placed on an as needed basis throughout the term of the agreement, as referenced in section 5 of the Scope of Work.**

11. What is the breakdown of the sizes - e.g. how many adult shirts and how many children shirts?

**T Shirts will range in size between Youth XS and Adult 2XL. Size breakdown will vary per order.**

12. How many colors and sizes of each both adult and children?

**Please see section 3 of the Scope of Work. Colors will be determined between the Division and the Vendor, and may vary per order.**

**T Shirts will range in size between Youth XS and Adult 2XL. Size breakdown will vary per order.**

13. Is white one of the colors of the shirts?

**No. Colors will be determined between the Division and the Vendor, and may vary per order. The Division would like to continue to print t shirts in a range of bright colors, as referenced in section 3 of the Scope of Work.**

14. I assume shirts to be silkscreened or do you want sublimated or direct to garment?

**Silk Screen.**

15. Other than 100% cotton, is there a specific brand of shirt?

**No. Shirts should be 100% pre-shrunk cotton tees, as stated in section 4 of the Scope of Work.**

16. I use a shirts decorator company, is this allowed under the subcontractor section 7a?

**Yes.**

17. Is there a weight size of the material of the shirt?

**Shirts should be 100% pre-shrunk cotton tees, as stated in section 4 of the Scope of Work.**

18. Will all 10,000 shirts be ordered at once?

**Please see section 5 of Scope of Work. Ordering throughout the term will be on an as-needed basis and the quantity of the order will vary based on need. The Division commits to ordering no less than 10,000 shirts over the term of the project.**

19. Does it matter is the shirts are with tags or tag-less?

**No. Shirts can have tags or be tag-less.**

20. What and how many bright colors are wanted and what quantity of each?

**Please see section 3 of the Scope of Work. Colors will be determined between the Division and the Vendor, and may vary per order. Traditionally T shirts have been printed in bright colors, including pink, turquoise, red, yellow, orange, royal blue, and green.**