

August 18, 2017

To: Prospective Vendor(s)

Subject: Solicitation Number: DHSMV-ITB-004-18
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 late questions from two (2) Bidders. The Department determined that one (1) of the questions raised an issue that affects the Department and, therefore, the Department will address it.

Sincerely,

Lisa M. Bassett

Lisa M. Bassett, Chief
Bureau of Purchasing and Contracts

Enclosure(s):

Questions and Answers (1 page)
Addendum No. 1 (4 pages, including FORM 3-A – PRICE SHEET, and
Exhibit B-1, Women's V-Neck Polo Shirt Logo Application Measurements)

**DHSMV-ITB-004-18
UNIFORM APPAREL
QUESTIONS AND ANSWERS**

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

Question(s) received from EmbroiderMe, LLC.:		
1.	Question:	Is there a possibility of seeing the bids from previous contract with specific styles for apparel and accessories used to fulfill this bid?
	Answer:	This is a new bid for newly required items. Please refer to Section 3.2, TECHNICAL SPECIFICATIONS.
Question(s) received from GALLS:		
2.	Question:	<p>TECHNICAL SPECIFICATIONS</p> <p>a) Item 6 is listed as TACTILE Cargo pants; should it be TACLITE Cargo (as in 5.11 Taclite) pants or TACTICAL Cargo pants?</p> <p>b) Item 2- should the shirts have button down collars or not?</p> <p>c) Also would royal blue be acceptable in place of cobalt blue?</p> <p>d) Should the shirts have no pockets, 1 pocket, or 2 pockets?</p> <p>SAMPLES</p> <p>e) Are we applying <i>any</i> logo to the sample shirts or are we duplicating your logo for the sample shirts?</p> <p>*The Department added the above numbering format to separate vendor's questions.</p>
	Answer:	<p>a) - b) See Addendum No. 1, Item No. 2.</p> <p>d) See Exhibit C, for "pocket" specifications.</p> <p>e) See subsection 5.1, Bid Submission Contents, Item B., Bid Samples.</p>
Question(s) received from The Shoe Box:		
3.	Question:	Do you have a digital file for the different logo's that are to be embroidered and or screen-printed on the apparel? if so do you have the .DST files?
	Answer:	Logos are to be embroidered on the apparel, and the Department has digital files for each logo. The files are in PNG and EPS format and are compatible with the Department's PC and Mac computers. The Department does not have .DST files.

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DHSMV-ITB-004-18
UNIFORM APPAREL
ADDENDUM NO. 1

Item No. 1

Section 3.0, SCOPE OF SERVICES, sub-section 3.1, GENERAL DESCRIPTION OF SERVICES, the fourth paragraph is hereby amended as follows:

Logo personalization shall be located as indicated in Exhibits A, B-1, and C. Logo placement may differ depending on size of apparel, but should be as close to the Department's specifications as possible. Logos on caps shall be placed on the front, center, above the bill. Logos shall be produced in a workmanlike manner, in the sizes indicated in Exhibits D, E, F, and G with tight threading. There shall be no loose, broken, or separated threads, and lettering shall be clearly readable.

Item No. 2

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

- Item 1. is hereby amended to now read as follows:

Polo Shirts: standard short-sleeve, collared shirt. Men's (three (3) button) and women's (V-neck), available in sizes S – 2XL+; fabric must be 100% polyester, moisture wicking, shrink, pill and fade resistant, wrinkle resistant, and available for logo personalization. All models/sizes must be available in the following colors: royal blue, khaki, black, burgundy, dark green, red, light gray, navy blue, and white.

- Item 2. is hereby amended to now read as follows:

Oxford Work Shirts: standard short-sleeve and long-sleeve men's and women's shirts, available in sizes S – 2XL+; button down collar; fabric must be made of a cotton-poly blend and must be stain, pill and wrinkle-resistant. All models/sizes must be available for logo personalization; and available in the following colors: white, light blue, royal or cobalt blue.

- Item 6. is hereby amended to now read as follows:

Tactile-Cargo Pants: men's and women's pants, available in in all standard and plus sizes, self-adjusting waist, fabric must be water, stain, pill and fade resistant, 65% polyester, 35% cotton. All models/sizes must be available in the following color: navy blue.

Item No. 3

Section 5.0, BID SUBMISSION INSTRUCTIONS, sub-section 5.1, BID SUBMISSION CONTENTS, Item B., Bid Samples, sub-item 6., is hereby amended as follows:

6. One (1) size XXL (equivalent to a size 40 and 34" inseam) men's ~~tactile~~ cargo pants.

Item No. 4

FORM 3- PRICE SHEET, is hereby deleted in its entirety and replaced with FORM 3-A, attached hereto and made a part of the ITB. All references in the ITB to FORM 3, shall hereinafter refer to FORM 3-A.

Item No. 5

EXHIBIT B – Women's Polo Shirt Logo Application Measurements, is hereby deleted in its entirety and replaced with EXHIBIT B-1, attached hereto and made a part of the ITB. All references in the ITB to EXHIBIT B, shall hereinafter refer to EXHIBIT B-1.

Item No. 6

DHSMV-ITB-004-18, Questions and Answers, are hereby attached and made a part of this addendum.

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FORM 3-A – PRICE SHEET

See, Section 4.9 PRICE SHEET INSTRUCTIONS, before completing this price sheet.

Note: Prices are inclusive of all embroidery, shipping, production, handling and all other related costs and are for all models and sizes as described for each item.

Item No.	DESCRIPTION	ORIGINAL (3 YEARS)			RENEWAL (3 YEARS)			SUM OF BOTH CONTRACT TERMS (\$)		
		ESTIMATED QUANTITIES	x	UNIT PRICE (\$)	TOTAL (\$)	ESTIMATED QUANTITIES	x		UNIT PRICE (\$)	TOTAL (\$)
1	Polo Shirt – Short Sleeve – Men’s	1800	x			1800	x			
2	Polo Shirt – Short Sleeve – Women’s	2000	x			2000	x			
3	Oxford Work Shirt – Long Sleeve – Men’s	450	x			450	x			
4	Oxford Work Shirt – Long Sleeve – Women’s	800	x			800	x			
5	Oxford Work Shirt – Short Sleeve – Men’s	750	x			750	x			
6	Oxford Work Shirt – Short Sleeve – Women’s	750	x			750	x			
7	Pleated Work Pants – Men’s	300	x			300	x			
8	Pleated Work Pants – Women’s	150	x			150	x			
9	Work Pants – Elastic Waist - Women’s	30	x			30	x			
10	Coveralls – Long Sleeve – Unisex	30	x			30	x			
11	Taetile Cargo Pants – Self- Adjustable – Men’s	150	x			150	x			
12	Taetile Cargo Pants – Self- Adjustable – Women’s	150	x			150	x			
13	Waterproof Rain Jacket/Parka – Long Sleeve – Unisex	120	x			120	x			
14	Low- Profile Cap – Adjustable – Unisex	210	x			210	x			
GRAND TOTAL BID PRICE (Original - 3 Years and Renewal - 3 Years) =									\$	

- FAILURE TO BID ON ALL LINE ITEMS WILL CAUSE YOUR BID TO BE NON-RESPONSIVE. INDICATE “NO COST” ITEMS AS \$0.00.
- QUANTITIES ARE ESTIMATED AND ARE NOT GUARENTEED OVER THE CONTRACT TERM.
- THE DEPARTMENT WILL CHECK ALL CALCULATIONS. IF ERRORS ARE MADE IN CALCULATING TOTALS, THE UNIT PRICE WILL PREVAIL.
- AWARD WILL BE MADE TO THE RESPONSIVE AND RESPONSIBLE VENDOR WITH THE LOWEST GRAND TOTAL BID PRICE MEETING ALL SPECIFICATIONS, TERMS AND CONDITIONS OF THIS SOLICITATION.

EXHIBIT B-1

Women's V-Neck Polo Shirt Logo Application Measurements

Women's V-Neck Polo



Shirt Showing Logo Application Measurements *

Embroidery Placement:

Polo V-Neck shirts **with FLOW logo** - (left chest) – 6 ½” down from left shoulder seam, centered between placket and side seam, or 4" - 6" to the right of placket.

Polo V-Neck shirts **with A Safer FL logo** - (left chest) – 7 ½” down from left shoulder seam, centered between placket and side seam, or 4" - 6" to the right of placket.

*** Illustrative only for purposes of indicating placement of logo. Not representative of actual shirt design. See Section 3.0.**