Washoe County School District
Purchasing Department • 14101 Old Virginia Road • Reno, NV 89521
Phone (775) 850-8025 • Fax (775) 857-3175

ADDENDUM #2 – QUESTIONS & ANSWERS

SCHOOL UNIFORMS FOR LEMELSON STEM ACADEMY (ELEMENTARY SCHOOL)
RFQ #95-QF-02-22-MS

MARCH 10, 2022

It is the quoting Vendor's responsibility to read the entire solicitation document and all exhibits and to respond to all requirements completely. All other terms and conditions shall remain the same. All quoting Vendors should **Acknowledge Receipt of Addendum #2** by signing this document where noted and returning it with their quote submission. Failure to acknowledge receipt of this Addendum may result in a rejection of the submitted quote.

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REVISED RFQ PRICE SCHEDULE/SPECIFICATION SHEET (EXHIBIT A)

Quoting Vendors MUST use the REVISED RFQ PRICE SCHEDULE/SPECIFICATION SHEET (EXHIBIT A) attached hereto for award consideration of RFQ #95-QF-02-22-MS.

If any other price/cost schedule, including, but not limited to any exhibit not identified as REVISED EXHIBIT A, is provided with a quote submission the entire quote submission will be rejected.

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QUESTION 1: Is just the white part of the logo above what you are looking for?

ANSWER 1:

- The outline of the eagle in the logo above and the name of the school are to be on every polo and every hooded sweatshirt.
- For both the adult and youth polo shirts, the outline of the eagle is to be green and the school name is to be black, both in SILKSCREEN and located on the upper left chest/shoulder.
- The entire logo for both the adult and youth hooded sweatshirts is to be EMBROIDERED in black and located on the upper left chest/shoulder.
- Refer to "Attachment A" for example photos of logos for both polo shirts and hooded sweatshirts.

QUESTION 2: Are the quantities you posted spread over a 1 year period and not 1 big order?

ANSWER 2:

- The quantities provided in the attached **REVISED EXHIBIT A** for RFQ #95-QF-02-22-MS are estimates only based on student enrollment at the beginning of the 2021-2022 school year.
- The quantities per size for both youths and adults (polos and hooded sweatshirts) may vary as youth and adults (i.e., students and teachers) transition in or out of the school during a school year.

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QUESTION 3: Will parents be allowed to contact [awarded vendor] direct to place orders?

ANSWER 3:

- NO
- Parents are not to contact the awarded vendor of RFQ #95-QF-02-22-MS to place orders directly.
- WCSD will issue a Purchase Order to the awarded vendor and then the awarded vendor will be contacted by a WCSD school representative who will place an order(s) with the awarded vendor.
- The awarded vendor is to hold the order(s) as a "WILL CALL" pick-up.
- "WILL CALL" pick-ups will be made by individuals who have been provided with a valid school voucher to pick up their selected size of three (3) polo shirts and one (1) hooded sweatshirt.

QUESTION 4: Will sales tax need to be applied to any orders not coming from the school district?

ANSWER 4:

- YES
- Sales tax would apply to any orders not coming from the school district.

QUESTION 5: When are [you] going to start placing orders?

ANSWER 5:

- The school is anticipating being able to begin placing orders by July 1, 2022. Orders may be placed by a WCSD school representative and all products need to be available by mid-July, 2022, so that students are in uniform on the 1st day of school, which is August 15, 2022.

QUESTION 6: Can you provide the logo being used?



QUESTION 7: What will the logo placement/size be on each item?

- Youth Shirts
- Youth Hoodie
- Adult Shirt
- Adult Hoodie

ANSWER 7: Refer to Answer 1 above.

QUESTION 8: Before submitting my proposal (Lemelson Stem Academy Uniform Bid), I would like to ask:

(a) Will questions be published?

(b) RFQ indicates Gildan as the requested brand. Due to Covid, in all probability that may not be available. Are manufacture specification sheets for identified substituted items of like or better quality desired?

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ANSWER 8(a):

- YES
- All questions and answers will be published via an addendum. This Addendum #2 is specific for questions submitted on or before March 3, 2022, and corresponding answers for RFQ #95-QF-02-22-MS.
- Addendum #2 has been distributed to all interested parties and has been published online at: https://www.washoeschools.net/Page/778.

ANSWER 8(b):

- YES
- WCSD has opted to consider/review any Vendor's "AS EQUAL/SUBSTITUTE" product(s) for RFQ #95-QF-02-22-MS.
- Vendors required to identify the brand, manufacturer, and related item numbers for reference and/or ordering purposes on the attached **REVISED EXHIBIT A**.
- Any proposed product(s) by a Vendor who considers said product(s) be an "AS EQUAL/SUBSTITUTE" to the specified product(s), the Vendor must include supporting documentation (e.g., manufacturer specifications) that supports the equivalence to the noted product(s) with their quote submission.
- Failure for Vendor to provide any of the above information/documentation as instructed may result in:
    - Rendering that quoted item "NOT AS SPECIFIED", resulting in a rejection of the quoted item.
    - Quoted items submitted "AS EQUAL/SUBSTITUTE" will be given equal consideration based upon any one of the following standards:
        - Specifications
        - Quality
        - Material
        - Design
        - Comfort
        - Fit
        - Price

QUESTION 9: For Delivery – Vendors will have to package 3 decorated polos in a bag and label the size on the outside? Then box up the packages by sizes while the sweatshirts will be boxed by sizes – not in a bag [?].

ANSWER 9: The packaging of ordered items will be decided at the discretion of the awarded vendor.

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ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM #2

_____ _____

AUTHORIZED SIGNATURE PRINT NAME

_____ _____

PROPOSING VENDOR NAME TITLE

LOGO SAMPLE FOR <u>POLO SHIRTS - SILKSCREEN</u>



LOGO SAMPLE FOR <u>HOODED SWEATSHIRTS - EMBROIDERED</u>



RFQ PRICE SCHEDULE/SPECIFICATION SHEET

REVISED EXHIBIT A

WASHOE COUNTY SCHOOL DISTRICT

RFQ TITLE: SCHOOL UNIFORMS FOR LEMELSON STEM ACADEMY (ELEMENTARY SCHOOL)

RFQ # 95-QF-02-22-MS

DUE DATE & TIME: MARCH 21, 2022 AT 10:00 AM (LOCAL TIME)

ITEM # 1	**YOUTH POLO SHIRT**
	Colors: GREEN, GRAY, BLACK; Gildan Brand or Equal/Substitute; preshrunk 50% cotton/50% DryBlend polyester; button closures (plastic); relaxed fit, flat-knit collar, well-knit sleeve cuffs; heat transfer tag; machine washable; up to 30+ UV sun protection

	ESTIMATED QTY. TO ORDER	**UNIT**	**UNIT COST**	**EXT. COST**
Silkscreen Logo for **Lemelson STEM Academy**	1	Each	$ -	$ -
Set-Up Fee (if applicable)	1	Each	$ -	$ -
Packaged/sold in sets of 3 youth polo shirts (1 of each color based on enrollment of 350 students)	1,050	Each	$ -	$ -
			SUB-TOTAL FOR ITEM # 1:	**$ -**

ESTIMATED HISTORICAL PURCHASE QTY. PER SIZE FOR YOUTH POLO (1 OF EACH COLOR/SET OF 3)	
Youth X-Small = 60	**If quoting an Equal/Substitute manufacturer specifications are required with quote submission. Refer to Addendum #2 - Answer 8(b) for more information.**
Youth Small = 120	
Youth Medium = 120	
Youth Large = 255	
Youth X-Large = 150	

RFQ PRICE SCHEDULE/SPECIFICATION SHEET

REVISED EXHIBIT A

WASHOE COUNTY SCHOOL DISTRICT

RFQ TITLE: SCHOOL UNIFORMS FOR LEMELSON STEM ACADEMY (ELEMENTARY SCHOOL)

RFQ # 95-QF-02-22-MS

DUE DATE & TIME: MARCH 21, 2022 AT 10:00 AM (LOCAL TIME)

ITEM # 2	YOUTH HOODED SWEATSHIRT
	Color: BLACK ONLY; Gildan Brand or Equal/Substitute; heavy blend; air jet yarn (softer feel and no pilling); double-lined hood with matching drawstring; double-needle stitching; pouch pocket; double-needle cuffs; machine washable.

	ESTIMATED QTY. TO ORDER	UNIT	UNIT COST	EXT. COST
Embroidered Logo for **Lemelson STEM Academy**	1	Each	$ -	$ -
Set-Up Fee (if applicable)	1	Each	$ -	$ -
1 youth hooded sweatshirt (based on enrollment of 350 students)	350	Each	$ -	$ -
			SUB-TOTAL FOR ITEM # 2:	**$ -**

ESTIMATED HISTORICAL PURCHASE QTY. PER SIZE FOR YOUTH HOODED SWEATSHIRT (1 PER STUDENT)	
Youth X-Small = 20	**If quoting an Equal/Substitute manufacturer specifications are required with quote submission. Refer to Addendum #2 - Answer 8(b) for more information.**
Youth Small = 40	
Youth Medium = 40	
Youth Large = 85	
Youth X-Large = 50	

RFQ PRICE SCHEDULE/SPECIFICATION SHEET

REVISED EXHIBIT A

WASHOE COUNTY SCHOOL DISTRICT

RFQ TITLE: SCHOOL UNIFORMS FOR LEMELSON STEM ACADEMY (ELEMENTARY SCHOOL)

RFQ # 95-QF-02-22-MS

DUE DATE & TIME: MARCH 21, 2022 AT 10:00 AM (LOCAL TIME)

ITEM # 3	**ADULT POLO SHIRT**
	Colors: GREEN, GRAY, BLACK; Gildan Brand or Equal/Substitute; preshrunk 50% cotton/50% DryBlend polyester; button closures (plastic); relaxed fit, flat-knit collar, well-knit sleeve cuffs; heat transfer tag; machine washable; up to 30+ UV sun protection

	ESTIMATED QTY. TO ORDER	**UNIT**	**UNIT COST**	**EXT. COST**
Silkscreen Logo for **Lemelson STEM Academy**	1	Each	$ -	$ -
Set-Up Fee (if applicable)	1	Each	$ -	$ -
based on 1 adult polo shirt per adult	180	Each	$ -	$ -
			SUB-TOTAL FOR ITEM # 3:	**$ -**

ESTIMATED HISTORICAL PURCHASE QTY. PER SIZE FOR ADULT POLO SHIRT (1 PER STAFF)	
Adult Small = 30 Adult Medium = 45 Adult Large = 85 Adult X-Large = 5	**If quoting an Equal/Substitute manufacturer specifications are required with quote submission. Refer to Addendum #2 - Answer 8(b) for more information.**

RFQ PRICE SCHEDULE/SPECIFICATION SHEET

REVISED EXHIBIT A

WASHOE COUNTY SCHOOL DISTRICT

RFQ TITLE: SCHOOL UNIFORMS FOR LEMELSON STEM ACADEMY (ELEMENTARY SCHOOL)

RFQ # 95-QF-02-22-MS

DUE DATE & TIME: MARCH 21, 2022 AT 10:00 AM (LOCAL TIME)

ITEM # 4	ADULT HOODED SWEATSHIRT
	Color: BLACK ONLY; Gildan Brand or Equal Substitute; heavy blend; air jet yarn (softer feel and no pilling); double-lined hood with matching drawstring; double-needle stitching; pouch pocket; double-needle cuffs; machine washable.

	ESTIMATED QTY. TO ORDER	UNIT	UNIT COST	EXT. COST
Embroidered Logo for **Lemelson STEM Academy**	1	Each	$ -	$ -
Set-Up Fee (if applicable)	1	Each	$ -	$ -
based on 1 adult hooded sweatshirt per adult	180	Each	$ -	$ -
			SUB-TOTAL FOR ITEM # 4:	**$ -**

ESTIMATED HISTORICAL PURCHASE QTY. PER SIZE FOR ADULT HOODED SWEATSHIRT (1 PER STAFF)	
Adult Small = 30	**If quoting an Equal/Substitute manufacturer specifications are required with quote submission. Refer to Addendum #2 - Answer 8(b) for more information.**
Adult Medium = 45	
Adult Large = 85	
Adult X-Large = 5	

GRAND TOTAL (ITEMS #s 1-4):	**$ -**