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RFP TITLE: District – Wide Promotional Items

RFP #: 012-2021

ADDENDUM No. 1: Questions/Answer

1. **Question:** I was interested in bidding on RFP 012-2021; however, my promotional items is not listed as one of the promotional items listed on page 19 of the RFP. My promotional items just hit the market earlier this year, and my promotional products fit within the scope of the RFP, level 1 (Range of Items $.01 - $10.00). How do I go about my promotional item for consideration?

    Answer: Add promotional item to Attachment B.

2. **Question:** Do you have an approximate total volume?

    Answer: No

3. **Question:** Pricing is normally dependent on quantity per item, do you have an idea on that? Or will it be a time purchase and we warehouse and fulfil as needed?

    Answer: Identify pricing based on quantity per item, if variation, please identity

4. **Question**: If it is purchased as needed, can you tell me the frequency in which orders will be placed?

    Answer: No

5. **Question**: Shipping will vary based on item and quantity purchased. How would you like us to bid that out?

    Answer: Identify shipping based on quantity per item, if variation, please identity.

6. **Question**: Set-up, engraving, embroidery will also be based on the item requested, how would we bid that?

    Answer: Use an examples (will negotiate after contract award).

7. **Question**: Do you the logo's that could be used?

   Answer: See Exhibit A: District Logo's

8. **Question**: Do you have brand guidelines?

   Answer: No

9. **Question**: How many colors will the imprint be?

   Answer: See Exhibit A: District Logo's

10. **Question**: Are there certain colors you are looking for on each item type?

    Answer: See Exhibit A: District Logo's

11. **Question**: On the website, are you looking at items being warehoused or a spot purchase and have each item set with order minimums and the set-up charge there?

    Answer: Spot purchase and have each item set with order minimums and the set-up chare there.