



Washoe County School District

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

ADDENDUM #1 QUESTIONS & ANSWERS

**COMPREHENSIVE DISTRICT-WIDE MIDDLE SCHOOL AND HIGH SCHOOL ATHLETIC
UNIFORMS AND RELATED APPAREL
RFP #21-001**

February 16, 2021

The following information, clarifications, changes, and modifications are by reference incorporated into the Request for Proposal (RFP) document for the above referenced project. Any work item or contract provision not changed or modified will remain in full force and effect. It is the prospective Vendor's responsibility to read the entire RFP and all appendices and to respond to all requirements completely.

All prospective Vendors should acknowledge receipt of this Addendum by signing this document and returning it with the RFP submission. Failure to acknowledge receipt of this Addendum may result in a rejection of RFP submission.

Question 1: When are invoices required? Upon delivery or?

Answer: Unless orders are paid via credit card, invoices are required upon delivery.

Question 2: Please explain the freight billing requirements. FOB, is it freight on board or free on board?

Answer: Shipments are to be made FOB destination. WCS D takes possession of product upon delivery, rather than upon shipping. The vendor is responsible for all shipping charges. Please refer to Section 1.12.

Question 3: Should the proposer add an estimated freight charge in the unit price? Example would be for a batting cage, where freight is relatively expensive.

Answer: No shipping charges are allowed for items purchased against this RFP. Please refer to Section 1.12.

Question 4: Is there an indication as to how many proposers will be selected?

Answer: WCS D intends to award to multiple proposers. The number of proposers selected will be determined after evaluating the proposals received.



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Question 5: When there is a request for 4 business related references, does that mean a vendor like Adidas, or a customer like Galena High School?

Answer: The references provided should be customers, other than Washoe County School District, who have experience with the products and services your company provides.

Question 6: Is the safety check application required prior to the contract being awarded, or upon the submittal of the RFP?

Answer: Please disregard the safety check application, as it will not be required for this solicitation.

Question 7: What are the quantities for each type of uniform?

Answer: The quantities for all items will be determined by each school and will be on an as-needed basis.

Question 8: Can you provide pictures or where can I find, in your website, pictures of all the badges needed?

Answer: The artwork required for each uniform and/or related apparel will be provided by each school at the time of a quote or order request.

ACKNOWLEDGEMENT OF RECEIPT

AUTHORIZED SIGNATURE

PRINT NAME

PROPOSING FIRM NAME

TITLE