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## QUESTIONS AND ANSWERS

### Cap, Gown, Tassel, and Medallion

#### IFB No. 0000017355

Posted: 03/01/2017

1. Does the sample need to be in a specific color?

**District Response:** No because we just wanted to verify the material and quality.

2. Will the school provide the color design?

**District Response:** Yes

3. Can I submit a bid for the medallion only?

**District Response:** No, the school wants to go to the same vendor for the cap, gown, tassel, and medallion because of efficiency in ordering and billing.

4. If there has been a bid recently, can we get a copy of the results?

**District Response:** All bids are open at the same time on March 2<sup>nd</sup>, 2017 at 2pm.

5. Who is the current supplier?

**District Response:** There is no current supplier for these items. This is the first year that we gone out for bid on these items for the students

6. If there has not been a recent IFB, what was prompted this IFB?

**District Response:** District decided to buy these items for the students in 2017

7. Are you interested in us providing you with gown specifications for the IFB?

**District Response:** We have our own specifications. Please see Addendum 1

8. Are all schools obligated to go with the IFB award winner? This is important to the quantity discount in our bid.

**District Response:** Yes

9. What are your expectations regarding in-school service levels from our local representative?

**District Response:** Provide order confirmation or ETA, provide samples, or proof on gown and medallion design.

10. Medallions vary widely in price. Are there some general specifications or expectations we can review prior to bidding?

**District Response:** Medallions are about 1.5 to 1.7 inches in diameter with school color, crest, and school name. The thickness is about .25 inches.

11. Will all 4500 caps, gowns, and tassels be the same color or are different colors requested per school?

**District Response:** Each school will have their own color. Multiple schools might have the same color. Please see Addendum 1.

12. Will all 4500 Medallion be the same or will they be different per school?

**District Response:** They will be different for each school. Please see Addendum 1.

13. Can you provide pictures of the requested caps, gowns, tassels, and Medallions requested?

**District Response:** Please see Addendum 1 for the specifications. The award winner will work with the school to get more details specifications.

14. Do schools have a loading dock or will a lift gate be required for delivery?

**District Response:** Each school will need lift gate for delivery.

15. What is the anticipated order date for all the items?

**District Response:** All order must deliver before April 19<sup>th</sup>, 2017.