



# THE CITADEL

Solicitation Number	RFP 25016-JM
Addendum #	1
Date Issued	March 24, 2025
Procurement Officer	Jeff Molloy
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**SOLICITATION TITLE: RFP25016-JM – Uniforms.**

**TYPE OF ADDENDUM:**

- Change or clarification to the Solicitation’s specifications, requirements, or scope of work.
- Questions posed regarding the Solicitation and their respective answers by The Citadel.

**Questions:**

1. For lien 1 on page 16, Executive Wear

Will an equivalent item that is similar be accepted an alternative?  
The SKU SK96 and SK97, will a polo with like design be accepted as an alternative?

A. Yes.

2. For the garments selected, will company manufactured like garments be accepted or does it have to be manufactured by RedKap? The skus listed are from that vendor but we manufacture them by our brand as well.

A. Yes, and RedKap is not a requirement.

3. Regarding section I. SCOPE OF SOLICITATION, would The Citadel consider a three-year (3) agreement with two (2) one-year options to renew? All vendors amortize the initial investment of the new uniforms over the term of agreement, so an initial three (3) year term would give The Citadel a more competitive pricing environment from prospective bidders.

A. No, this is not possible.

4. Since The Citadel is requesting Flame/Arc Resistant garments as part of this solicitation, and those items are routinely viewed as employee PPE, we respectfully ask the following language to be included:

- o FRC Warranty: Customer agrees it bears sole responsibility for selecting the flame resistant clothing and fabrics (“FRC”) under this Agreement determining whether such items are appropriate for use by its employees and agents in their applicable work environment(s). CUSTOMER ACKNOWLEDGES THAT CINTAS HAS MADE NO REPRESENTATION, WARRANTY, OR COVENANT WITH RESPECT TO THE FLAME-RESISTANT QUALITIES OR OTHER CHARACTERISTICS OF THE FRC OR WITH RESPECT TO THEIR FITNESS OR SUITABILITY FOR THIS OR ANY OTHER PURPOSE. CINTAS MAKES NO REPRESENTATION WHETHER THE FRC CONSTITUTES APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT FOR THE ENVIRONMENT(S) TO WHICH CUSTOMER’S EMPLOYEES OR AGENTS MAY BE EXPOSED OR AS TO THE FRC’S ABILITY TO PROTECT USERS FROM INJURY OR DEATH. Customer agrees to notify all employees and other agents of Customer who may wear or will be wearing the FRC that it is not designed for substantial heat exposure or for use around open flames. Customer acknowledges that compliance with any and all OSHA or other similar regulations or requirements relating to personal protective equipment is the sole responsibility of Customer. Further, Customer releases Cintas from any and all liability that results or may result from the use of the garments, including but not limited to any alleged failure of the FRC to function as flame-resistant or provide protection against fire and/or heat.

A. The following can be included:

CUSTOMER ACKNOWLEDGES THAT CINTAS HAS MADE NO REPRESENTATION, WARRANTY, OR COVENANT WITH RESPECT TO THE FLAME-RESISTANT QUALITIES OR OTHER CHARACTERISTICS OF THE FRC OR WITH RESPECT TO THEIR FITNESS OR SUITABILITY FOR THIS OR ANY OTHER PURPOSE. CINTAS MAKES NO REPRESENTATION WHETHER THE FRC CONSTITUTES APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT FOR THE ENVIRONMENT(S) TO WHICH CUSTOMER'S EMPLOYEES OR AGENTS MAY BE EXPOSED OR AS TO THE FRC'S ABILITY TO PROTECT USERS FROM INJURY OR DEATH.

5. Page 16, item i states "The Vendor will provide The Citadel the with the company's selected uniform sample that they plan to introduce or issue in accordance with our clothing description within 14 calendar days from the release date of this solicitation", which would put the sample due date of March 20<sup>th</sup>, which is in conflict with earlier stated on pages 14/15, said "SAMPLES (JAN 2006) (Modified): The Vendor must provide The Citadel the with the company's selected uniform sample that they plan to introduce or issue in accordance with our clothing description. Please submit free samples of each uniform item in your proposal which are required for testing and/or Page | 15 RFP 25016-JM evaluation. Failure to provide samples will result in the rejection of your offer. You must deliver your sample to the Procurement Officer at the procurement office, mark the solicitation number with your delivery, and tag each sample with your name and other pertinent information. The Procurement Officer must receive your samples no later than Thursday, March 27, 2025 @ 11:00 a.m. Send Sample To: Mark to Attn: of buyer listed on cover page. [02-2B130-1]" We assume the first statement on pages 14/15 give the proper direction of samples to be provided by March 27<sup>th</sup> – please confirm.

A. Samples are due March 27, 2025 no later than 11:00 a.m.

6. On page 16 for "Clothing Description", you reference specific items numbers for each garment type – can vendors offer alternative products that meet the requirements, or are we limited to only offer those specific item numbers referenced?

A. The reference numbers are a reference only.

7. On page 20, it states "The cost calculation should represent 52 weeks of service as The Citadel is closed from Mid- December through the first week in January." Should our cost calculation be for 48 weeks of service since The Citadel is closed from Mid-December through the first week of January? Can you please clarify this point on how many weeks of billing the awarded vendor should expect?

A. Billing should be for 50 weeks.

8. On page 22 it states, "AWARD CRITERIA – PROPOSALS (JAN 2006): Award will be made to the highest ranked, responsive and responsible offeror whose offer is determined to be the most advantageous to the State. [06-6030-1]". Can you please clarify the ranking system for award?

**EVALUATION FACTORS – PROPOSALS (JAN 2006):** Offers will be evaluated using only the factors stated below. Evaluation factors are stated in the relative order of importance, with the first factor being the most important. Once evaluation is complete, all responsive offerors will be ranked from most advantageous to least advantageous. [06-6065-1]

- Uniform Schedule/Cost
- Uniform Sample (One completes set of both types of uniforms being offered)
- Offerors technical response
- Three References

A.

9. On page 24/25, it states "FIXED PRICING REQUIRED (JAN 2006): Any pricing provided by contractor shall include all costs for performing the work associated with that price. Except as otherwise provided in this solicitation, contractor's price shall be fixed for the duration of this contract, including option terms. This clause does not prohibit contractor from offering lower pricing after award. [07-7A040-1]". Would you please consider adding the right for vendors to submit a request for a price

adjustment on an annual basis, that must be justified and consistent with the annual CPI, and this request for a price adjustment must be reviewed by The Citadel who has a right to reject the price increase, which then the vendor has the right to request cancellation of the contract, should the rejected price adjustment prohibit the vendor from providing the services required?

A. The vendor is able to terminate the contract under the termination terms.

10. On page 26, for the section Purchase Orders, we request to add the following language:

- The Parties agree that terms and conditions set forth in any purchase order, statement of work, or similar document ("Order Document") will be limited to economic and/or logistical terms such as product type, pricing, and dates of service, and that any terms and conditions in an Order Document that conflict with, are inconsistent with, or could otherwise be construed to modify, alter, or expand the terms and conditions set forth in this Agreement will be null and void.

A. This will not be changed.

11. Page 28, section CONTRACTOR'S LIABILITY INSURANCE, please remove the text: "at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used."

A. This will not be changed.

12. Page 28, section CONTRACTOR'S LIABILITY INSURANCE, we request to add the underlined text at the end of the sentence as shown:

- (d) For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance as respects the State, every applicable Using Governmental Unit, and the officers, officials, employees and volunteers of any of them, but only with respect to Contractor's indemnity obligations.
- (g) Contractor hereby grants to the State and every applicable Using Governmental Unit a waiver of any right to subrogation which any insurer of said Contractor may acquire against the State or applicable Using Governmental Unit by virtue of the payment of any loss under such insurance.but only with respect to Contractor's indemnity obligations.

A. The following can be changed as requested:

Page 28, section CONTRACTOR'S LIABILITY INSURANCE, we request to add the underlined text at the end of the sentence as shown:

- (d) For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance as respects the State, every applicable Using Governmental Unit, and the officers, officials, employees and volunteers of any of them, but only with respect to Contractor's indemnity obligations.
- (g) Contractor hereby grants to the State and every applicable Using Governmental Unit a waiver of any right to subrogation which any insurer of said Contractor may acquire against the State or applicable Using Governmental Unit by virtue of the payment of any loss under such insurance.but only with respect to Contractor's indemnity obligations.

13. Page 30, section MATERIAL AND WORKMANSHIP, please remove the text: "and of the most suitable grade for the purpose intended", and please add in its place the following text: "at the time of initial delivery and satisfy all specifications contained in the Contract."

A. This will not be changed.

Other Change:

**IMPORTANT NOTICE:**

X Contractor is required to acknowledge receipt of this Addendum by signing below and returning a copy with its Offer.

Except as provided herein, all terms and conditions of the Solicitation referenced above remain unchanged and in full force and effect.

**SIGNATURE OF PERSON AUTHORIZED TO EXECUTE ON BEHALF OF OFFEROR**

**Signature:** \_\_\_\_\_

**Printed Name & Title:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_ Rev 04/2021