



VIRGINIA INTERNATIONAL TERMINALS, LLC
601 World Trade Center, Norfolk, VA 23510
(757)683-8000

ADDENDUM NO. #1

Request For Proposal: RFP-2023-24-VIT RFP Uniform Services
Closing Date: February 7, 2023 @ 2:00 p.m.

The following questions and answers are provided to all offerors:

Q. Will VIT please provide the VIT Procurement Guidelines for review?

A. The VIT Procurement Guidelines are available per request.

Q. In paragraph 2 of exhibit B and again in section I of the Scope of Work, VIT states that it is looking to purchase uniforms. Is VIT indeed looking to purchase uniforms? Or is the intent of this RFP to procure a rental / laundry program?

A. Rental and Laundry program.

Q. If VIT is seeking to have a rental program, which includes laundry, could we agree that the first sentence in paragraph 2 of exhibit B does not apply to this solicitation?

A. Yes

Q. If VIT is seeking a rental program, would VIT consider changing the contract term length to an initial 36 months with two 12 month renewals? Uniform service companies amortize the cost of the garments over 24-36 months, which allows them to offer a lower unit price to their customers. If they are only guaranteed 12 months in the initial contract, it would affect unit pricing.

A. Yes, we would consider extending the term to 24-36 but would need to see pricing to review the options. Pricing required would be 12,24 and 36, with two additional 12 month renewals.

Q. If VIT were to keep the contract term length at 12 months, would they agree to buyout any/all garments in the inventory at current replacement rates if VIT opts out of the contract before the third option year?

A. No.



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- Q. In paragraph 7 of Exhibit B, VIT discusses liquidated damages. If this is a weekly rental service program, our deliveries will occur weekly. How does this paragraph apply to this project? Or, is this paragraph not applicable to this type of program?
- A. Any delivery supplies, services, materials, or equipment included in this contract that are not delivered at the agreed-to dates will be subject to this paragraph.
- Q. In paragraph 15 of exhibit B, will VIT accept the manufacturers warranties on these fabrics/garments, as most uniform companies do not manufacture their own garments,
- A. Yes
- Q. Under technical specifications item number 1, which garment(s) does this refer to under the clothing specifications and quantities table?
- A. This refers to number 5 in the table which is LS 100% cotton shirt reflective.
- Q. Under technical specifications item number 2, which garment(s) does this refer to under the clothing specifications and quantities table?
- A. This refers to number 7 100% cotton pants
- Q. Does the award to this RFP represent the final contract? Or will VIT require the winning vendor to sign and execute a final contract?
- A. The Notice of Award notifies all parties, who won the Solicitation. A Contract package will be compiled and sent over to the winning bidder for review and signature.
- Q. Does the Commonwealth of Virginia's statewide prevailing wage law apply to this project? Or is this project exempt from any living wage ordinances?
- A. We are unable to provide any legal advice regarding their statutory obligations.



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Note: A signed acknowledgement of this addendum must be received via email to proposals@vit.org either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Very truly yours,

A handwritten signature in black ink that reads "Meg Mergenmeier".

Meg Mergenmeier
Procurement Manager

Name of Firm

Signature/Title

Date