

**NYS Department of Corrections and Community Supervision**  
**IFB 2016-15 Security Career Apparel**  
**Questions and Responses**  
**August 10, 2016**

1. Regarding the Pants - The testing requirements are showing soil release and smooth appearance requirements but the previous specs did not contain this requirement for testing. The shirt specs have soil and wrinkle resistant finish noted but the pant spec do not (pg. 56). Should the pants have the soil release and smooth appearance? Also, please confirm the previous requirement of Vat Dye and Double Ply Yarn. Specs state "continuous dye" and do not mention 2 ply yarn.

**This is a completely different bid. Please refer to top of page 5 of the IFB and pages 31 and 32 for fabric details.**

2. Shirts - Previous spec was 5.15 oz. The current spec is 4.15 oz. Is this a typo or did it change to the lighter weight?

**This is not a typo. Please refer to IFB pages 31 and 32 for fabric details.**

3. Grey Shirts - Grey shirt specs call for 7.5 – 8.0 oz. TWILL fabric but the white and light blue shirts call for 4.15 oz. TWILL. Is this a typo or correct?

**This is not a typo. Please refer to IFB pages 31 and 32 for fabric details for weights and colors.**

4. Pre-Production Samples – page 28, paragraph 2

- a. "All bidders must submit 1 yard of each material of the pre-production samples to be tested by DOCCS prior to contract award."

**Please refer to IFB page 28, paragraph 2 and page 29, SAMPLE SUBMISSION: 1<sup>ST</sup> sentence.**

- i. Can you confirm that DOCCS will only need one yard of the following:  
75/25 light blue (shirt), 75/25 white (shirt), 65/35 navy (Trouser), 65/35 grey (shirt/trouser)

**Yes, one yard of fabrics used in the manufacturing of the pre-productions samples.**

5. Pre-Production Samples – page 29, paragraph 7

- b. "The bidder shall submit, with their bid, a sample of each item listed in Lot 1 through Lot V as indicated in the following pages of the bid specifications."

- i. There are 17 items in total on the price sheet. Is DOCCS requiring 1 sample of each item or 1 sample per Lot group?

**Yes, 1 sample of each item.**

6. Pre-Production Samples – page 29, paragraph 8

- a. "Emblems for pre-production samples" each shirt shall have one insignia..."

- i. Will DOCCS provide the emblems to potential bidders to apply to the pre-production samples?

**No.**

- ii. If so, how are these obtained?

**Please refer to page 29, paragraph 8 - "Emblems only for Pre-production samples: Each shirt shall have one insignia and one American flag patch, provided by Bidder (this one time only), sewn on by the contractor as follows: Bidder's insignia located ..."**

7. Pre-Production Samples – page 29, paragraph 9
  - b. “All pre-production samples are to be submitted in size Large for shirts and blouses and size 36 for trousers and 30 for slacks...”
    - i. The specifications for the male shirts requests numeric sizing (neck/sleeve), not alpha. Usually a large equates to a 16.5” neck. Please confirm what size sample DOCCS prefers.
    - ii. The specifications for the female shirts request numeric sizing, not alpha. Please confirm what size sample DOCCS prefers.
    - iii. DOCCS is requesting a size 30 female slack. Does DOCCS want a 30” waist or a female size 30?

Please refer to IFB page 29, paragraph 9 “...according to vendor manufacturing standards...”. You may use the size listed in your size chart that equates to the requested size.

8. Shirt Specifications – all colors
  - c. Please confirm where the first button of 6 starts on the shirts. At collar? Or 3.5” below collar?

At the collar.

9. Long Sleeve Female White Blouse – page 43
  - d. There is no pencil stall required on the long sleeve female shirt. Is this a mistake?

Yes. It is a mistake. There should be a pencil stitch pocket in the right side of the left pocket, 1 1/4”x 5 7/8” deep.

10. Female Shirt Sizing – page 42, paragraph 4
  - e. “Sizes: 26 through 58”
    - i. Are alpha sizes acceptable, rather than numeric sizes, if a conversion chart is provided to DOCCS?
    - ii. If not, do the numeric sizes listed above represent chest/bust measurements?

Based on DOCCS Mapics inventory, sizing 26 through 58 will remain.

11. Female Navy Slacks – page 48, paragraph 12
  - f. “A separate French fly made of the outer fabric shall be sewn to the inside right fly”
    - i. Is a French fly necessary on the female slack? This is not a standard industry feature of a female trouser.

Yes, French fly is required on the female slack.

12. Grey Shirts – pages 51 and 52
  - g. “Fabric weight: 7.5-8.0 oz/sq. yd”
    - i. Please confirm that the grey shirt fabric is identical to the grey pant fabric as specified on pages 56-57.

Please refer to IFB pages 31 and 32 for fabric details.

13. Trouser Specifications – navy/grey, male/female
  - h. “There should be 7 belt loops on all sizes”
    - i. Are 7 belt loops required on all sizes or can this number vary depending on the waist measurement of the trouser (i.e. 5 belt loops on sizes 30 and below, 7 belt loops on sizes 32-up, etc.).

No, seven (7) belt loops are required on all sizes. However, large sizes may require more loops.

14. At the time of bid do patches need to be on apparel? Or is it at time of award?  
Yes, patches need to be sewn on apparel at time of bid. DOCCS is not providing patches for the Pre-production samples.  
Please refer to page 29, paragraph 8 - "Emblems only for Pre-production samples: Each shirt shall have one insignia and one American flag patch, provided by Bidder (this one time only), sewn on by the contractor as follows: Bidder's insignia located ..."
15. Patches need to be created and purchased 150 at a time to be cost effective.  
Upon award(s), DOCCS will provide contractor(s) with the Agency insignia and American flag patches, to be sewn on by the contractor, for each shirt ordered. Please refer to IFB LOTS I, II, and IV – Emblems: for details.
16. The IFB states size large samples should be presented. The detailed specifications are conflicting to the size request. I have stated the examples below. If you can send out an e-mail clarifying your request it will help all parties prepare the correct samples. If NYSDOC waits until after all the questions have been posted it will be increasingly more difficult to accomplish manufacturing samples in the time frame allotted.  
An addendum for clarification will be posted today.
- Please refer to IFB page 29, paragraph 9 - "All Pre-production samples are to be submitted in size (L) large for shirts and blouses and size 36 for trousers and 30 for slacks inseam length 36 inches unhemmed, according to vendor manufacturing standards. The bidder shall submit their company's US standard clothing chart with this bid."
- Therefore, you may use the size Large listed in your size chart that equates to the requested size.
17. DOCCS is the one in the uniforms previously supplied by Corcraft. The fabric was supplied by Milliken and they assured us that this is what was sent to us for samples. While that fabric is grey in color, the shade does not match Pantone 17-502, identified in the specifications.  
Please refer to IFB 2016-15, Detailed Specifications, pages 31 and 32 for the required pantone shade numbers.
18. So I understand the pantone color is the default and not what was used in the past? The reason for my question is we did check the pantone color and the pantone is a different shade from what was used in the past by Core craft.  
Please note: This is not a Corcraft bid.
19. Product Delivery, Liquidated Damages (Page 22/23): In order to assure timely, guaranteed deliveries (within 120 days from receipt of P.O.) and avoid potential liquidated damages, we request as part of the contract that NY DOCCS agree to hold quarterly collaboration discussions with the successful bidder to plan projected annual requirements by Purchase Order. The planning will allow for the successful bidder to buy the necessary fabric and components in advance, and to secure the required manufacturing capacity in order to assure timely delivery.  
The IFB #2016-15 stands as written.

20. Product Delivery, Liquidated Damages (Page 22/23): DOCCS has incorporated a significant, potentially severe liquidated damages clause for late delivery. If the language remains as written it could unfavorably impact the pricing from all bidders, as each company seeks to account for potential and unforeseen delays in delivery (Freight Carrier, Customs, Fabric, etc). Because price is stated as the primary factor in determining award (Page 20, Method of Award), we respectfully propose either elimination of liquidated damages or more balanced liquidated damages language in the Product Delivery clause, as follows:

"Liquidated damages shall be calculated as one percent of the total late amount of the Purchase Order per day, not to exceed 10% of the overall cost of the undelivered portion of the Purchase Order."

The IFB #2016-15 stands as written.

21. Emblems, All Shirts – The Pre-Production Samples require that emblems are applied to samples. Flag emblems are available as a "stock" emblem in the marketplace. Please confirm the bidder is NOT expected to make/procure and attach an actual New York Corrections emblem on the left sleeve ("Bidder's insignia"), but a "generic" emblem in its place.

Bid Excerpt;

*Emblems only for Pre-production samples: Each shirt shall have one insignia and one American flag patch, provided by Bidder (this one time only), sewn on by the contractor as follows: Bidder's insignia located on left sleeve ½ "below shoulder seam, centered. American flag patch located on right sleeve 2" from the shoulder seam, centered.*

Please refer to IFB 2016-15 Addendum #1 – Clarification, item number 1. Reads:

1. DOCCS is not providing patches for the Pre-production samples.

Please refer to page 29, paragraph 8 - "Emblems only for Pre-production samples: Each shirt shall have one insignia and one American flag patch, provided by Bidder (this one time only), sewn on by the contractor as follows: Bidder's insignia located ..." Upon award(s), DOCCS will provide contractor(s) with the Agency insignia and American flag patches, to be sewn on by the contractor, for each shirt ordered.

22. Collar, Short Sleeve Shirts: The written specification refers to a **banded collar** but the verbiage contradicts by saying **one piece** collar. The description is actually a sport collar and not banded. Our assumption is the agency wants a sport collar. This is what we made in the past. Please confirm we are correct. Also does the agency want a button and buttonhole at the neck. Sport collars can be made either way. Again, our samples were made with a button and buttonhole at the neck. The specifications for the collars were written the same for male & female. We're assuming whatever your response it would be applicable to both male and female shirts, correct?

Collar: **Banded collar shall be ~~one~~ two piece and to measure 3" long at points and 1-1/2" wide at back. The collar is to be constructed of two plies of basic material and one ply of interlining. The collar is to be single stitched ¼" from edge.**

The "banded collar shall be two (2) piece", and applicable to both male and female shirts.

23. Revere Front: We're assuming you want the revere to be 2 ¼" down the front of the shirt but widen to 3" at the neck so no raw edges are visible when the shirt collar is worn open, please confirm our assumption is correct. We're assuming whatever your response is it would be applicable to both male and female shirts, correct?

Front: The left front shall have a Revere 2-1/4" wide extending from collar band to the bottom of the shirt provided by a turn-under of material. There shall be six 23 ligne buttons sewn to the left front, 3 1/2" apart. The right front shall have a 2-1/4" Revere, with six buttonholes, placed to correspond with the buttons on the left side.

Please refer to IFB 2016-15 Bid Specifications – "Front:" for details. Details are applicable to both male and female shirts.

24. Collar Stays: We have made our samples with collar stays along the leading edge of the collar. If you insert an eyelet through the collar stay you will weaken the stay and will almost guarantee to break after a few months. This has proven to be a better method for application of collar stays, please confirm this will be acceptable.

Collar Stays, Long Sleeve Blue & Grey Shirts: Permanent collar stays to be secured to bottom ply. The collar stays shall be of good quality vinyl, 2-1/2" in length and 3/8" wide. The stays shall be held in place by forming the eyelet through them. The eyelets shall be placed on both collar points and shall be located 2 1/8" up from the collar point and 1" from either side.

Please refer to IFB 2016-15, Bid Specifications - Collar Stays, long sleeve Blue & Grey Shirts shall be produced as detailed.

25. Pen/Pencil Stitch: The samples and the discussion about the pencil stitch made us believe you wanted a pencil slot for a pen/pencil, pencil stitch, and not a separate pocket bag. Please confirm our assumption to be correct.

Pen/Pencil Stitch: There should be a pencil stitch pocket in the right side of the left pocket, 1 1/4" x 5 7/8" deep.

Please refer to IFB 2016-15, Bid Specifications, for all shirts and blouses (including the female white blouse on page 43) "There should be a pencil stitch pocket in the right side of the left pocket, 1 1/4" x 5 7/8" deep".

26. Please confirm that shade of grey specified by DOCCS is the one in the uniforms previously supplied by Corcraft. The fabric was supplied by Milliken and they assured us that this is what was sent to us for samples. While that fabric is grey in color, the shade does not match Pantone 17-502, identified in the specifications.

Please refer to IFB 2016-15, Detailed Specifications, pages 31 and 32 for the required pantone shade numbers.

27. Collar - Shirts and Blouse: Do you have a sample of TT89 collar? We want to make sure our sample style matches the shape and style TT89. We would like to make an appointment to see this item in person.

IFB #2016-15 does not offer any viewing of samples.

28. Interlining - Shirts and Blouse: Do you have a sample of Collar top fuse interlining CK331? Plus, EZ Crease band and H' Press Cuffs? We want to make sure our sample matches. We would like to make an appointment to see this item in person.

IFB #2016-15 does not offer any viewing of samples.

29. Should we place the emblems on the pre-production shirts when the samples are submitted on September 6? If so, can you please provide the sample patches?

DOCCS is not providing sample patches. Please refer to page 29, paragraph 8 - "Emblems only for Pre-production samples: Each shirt shall have one insignia and one American flag patch, provided by Bidder (this one time only), sewn on by the contractor as follows: Bidder's insignia located ..."

30. Is the liquidated damages provision on page 23 of the Bid Documents a material term of the eventual contract?  
**Yes.**
31. Will the NYDOC negotiate lesser or alternate penalties in lieu of the proposed liquidated damages provisions on page 23?  
**The IFB stands as written**
32. Can you help explain how this works. If we submit two prices (high and low) and we are still the lowest bidder for both prices. which price will the DOCCS accept? The high price or the low price? Also, if we submit two prices do we just add an additional price sheet?  
**Please refer to IFB 2016-15 page 9, Product Offerings Made By Bidder (Alternate Bids):, for details.**
33. Lots I & II Blue and White shirts state the fabric content should be 75% Polyester/25% Cotton. Lot IV Grey shirts state 65% Polyester/35% Cotton? Should all shirts be 65% Polyester/35% Cotton?  
**No. Please refer to IFB 2016-15 pages 30 through 32 for product details.**
34. What size should the women's pant samples be? The bid states 30, would that stand for a 30" waist and could we submit what actual size that would be to meet that point of measure?  
**Please refer to IFB 2016-15 page 29, paragraph 9 for details. The pant samples should be in a sizes 36" and 30" waist... "according to vendor manufacturing standards".**
35. Does the Method of Award have a scoring system? Is price the heaviest weighted factor, even if we comply with points 2 through 8?  
**Please refer to IFB 2016-15 page 20, Method of Award: "Award(s) shall be made to the lowest price of the *Grand Total* by LOT."**
36. If a cancellation occurs with or without notice or a reason, will NYSDOCCS purchase all inventory and fabric from the current supplier?  
**Any termination of contract will occur with notice and with reason. Contractor is not required to hold product inventory, therefore, the questions is irrelevant to this IFB. If a cancellation of contract occurs, DOCCS will not purchase the fabric from the supplier.**
37. When it's mentioned to submit 1 yard of each material of the pre-production samples to be tested, is this is reference to just the shell fabric not all fabrics? (pocketing, etc.)  
**Please refer to IFB 2016-15, Bid Specifications, pages 28 and 29 for details.**
38. Short Sleeve Shirt Collars in Lots I, II, IV state it should be banded – is this correct? Should it be convertible collars which are typical in short sleeve styles.  
**The banded collar is correct. The banded collar shall be two (2) piece, and applicable to both male and female shirts.**
39. Lot IV Grey shirts & pants – is the same fabric, fabric technology, stretch and weight expected to be used for both shirts and pants?  
**Please refer to IFB 2016-15 pages 31 and 32 for details.**
40. If samples do not match the pantone color references, will we be thrown out?  
**Yes.**

41. On page 17, on the bid opening date 9/8, should we submit the "Request for waiver or "document good faith efforts" form? If so, where is this form?

See below paragraph...

"The contractor will be required to attempt to utilize, in good faith, any MBE or WBE identified within its MWBE Utilization Plan (Bid page 106~107), during the performance of the contract".

Further, if we submit Request for waiver, do we also submit PAGE 106-107 form? (Form: MINORITY AND WOMEN OWNED BUSINESS - EQUAL EMPLOYMENT OPPORTUNITY POICY STATEMENT"

The Request for Waiver form and Good Faith documentation are not necessary at this time. The Contractor(s) will be required submit forms upon award.

**Please print, sign, and submit with your bid.**

I \_\_\_\_\_ acknowledge that I have reviewed the questions and answers for **IFB 2016-15 Security Career Apparel.**

Bidder's Name: \_\_\_\_\_

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

Title: \_\_\_\_\_ Date: \_\_\_\_\_