Q+A – RFP REQ 807050-2 Parking Permits

Question 1: Do you have samples you can share of current parking permits?
Answer: Below are examples of some of the permits. We cannot mail samples.

Question 2: There only seems to be quantities listed for the Lease Parking Permits (hangtag). What are the estimated yearly quantities for the rest of the decals/hang tags?
Answer: The amount of each permit varies per year, based on the number purchased the year before. They range from 30 up to 12,000. I have provided the quantities that were ordered this year.

Question 3: What are the delivery dates for each product?
Answer: March-April of each year.

Question 4: Are samples needed with bid submission? If so, how many, and where do we send them to?
Answer: If possible, would like an example of each type (1 would be fine).
Please mail to:
Attention Kathy Bissett
Question 5: I believe there is a typo for the 1,000+ column in both the permit type and color pricing tables. It should be 10,000+ not 1,000+.
Answer: The last column should show 10,000.

Question 6: On the AX Gate Access Permit:
   a. What product will this be? Is this a triplex hangtag?
   b. What is the size?
   c. How many kinds?
   d. How will it print, front & back?
Answer:
   a. Physical permit affixed to windshield with RFID chip included
   b. 4.25” x 2.11
   c. 1
   d. Front and back

Question 7: The excel document asks for pricing for security stick items but there are no specifications for security stick items. If pricing for this is needed, could you please provide details?
Answer: AX permit is a security stick with RFID chip included. See above for details.

Question 8: On the Lease Parking Permits:
   a. Is the size supposed to be 3.5” x 6”? The specifications show 3/5” x 6”.
   b. Will these have pinnacle foil on one side only?
   c. If multiple kinds, will the foil area be the same on all?
   d. How many kinds?
   e. Will these barcode and number on front only or both sides?
Answer:
   a. 3.5” x 6”
   b. 2 sides
   c. Only 1 kind
   d. 1 type
   e. Front only

Question 9: The last column of the pricing table shows 1,000+, please confirm if this should be 10,000+.
Answer: Should be 10,000+

Question 10: How many kinds for the Employee Permits with RFID?
Answer: There are 4 varieties of Employee permits. The size, shape and photo will all be the same (the numbering will be different, photo used will change with each order). Expiration dates may also vary with each permit type.

Question 11: Will the Bike Cage or Moped Reflective Sticker permits:
   a. Number or barcode? If so, where?
   b. Will these have square corners or will they die cut?
Answer:
   a. Only needs the permit number, barcode not needed at this time (may change in the future).
   b. Square corners

Question 12: How will the permits finish (i.e. shrink wrap, polybag, etc.)?
Answer: Shrink wrap in batches of 100, boxed win batches of 500 or 1000 depending on what works best.
**Question 13: Graduate Assistant**

* a. Can we get an approximate size on these (3 x 3” or 2 x 4”)?
* b. How many kinds?
* c. Will the foil be the same on all?

**Answer:**

* a. The shape and size changes each year. Size ranges: 2” – 3.25” in height, and 2”-3.25” in width, this varies depending on shape that is selected.
* b. 3 kinds
* c. Yes

**Question 14: Medical Combo:**

* a. How many kinds per order?
* b. Will they have the same foil plate on all?

**Answer:**

* a. 3 kinds per order, 3 different number ranges, each with a different color
* b. Security foil will be the same.