



**IFB 24-002 –COMMUTER CONNECTIONS BIKE TO WORK DAY FY24 T-SHIRTS  
ADDENDUM 1  
NOVEMBER 21, 2023  
Q&A**

This Addendum answers questions submitted by November 15, 2023.

**Questions** are in bold, **Answers** are in red.

1. **When will the logo for the t-shirts be provided?**  
**It is expected that the final logo art will be ready by January 31, 2024.**
2. **Can COG provide a sample of the logo?**  
**The final art work for FY24 is not ready yet. Please see next page for a prior year's t-shirt as an example.**
3. **Will all the shirts be ordered at once, or will there be partial orders?**  
**All the shirts will be ordered at once.**
4. **Is substitution allowed?**  
**Substitution will be allowed only as described in the IFB.**
5. **Are the extra-small shirts mandatory, or can that number be included in the smalls category.**  
**The extra-small shirts are mandatory.**
6. **How many different colors will be screened on the front and back of the shirts?**  
**One color to be screened on the shirt. See sample on next page.**
7. **Is there a loading dock and storage area to accept delivery of up to 200+ cartons on 10-12 pallets, or is this an inside delivery?**  
**There is a loading dock. Delivery will be to a storage room inside the building.**
8. **Does the loading dock accommodate 18-wheeler trucks?**  
**It does not. The maximum truck size that can reach the dock is a 13' high box truck.**
9. **Is there information available on who was the successful 2023 bidder and accepted bid amount?**  
**COG declines to answer this question.**

Picture of Bike to Work Day 2022 T-Shirt

