

QUESTIONS AND ANSWERS

PROJECT NO. 06-07

PROMOTIONAL PRODUCTS

Date: August 22, 2006

To: All Prospective Respondents

From: Houston Community College System, Procurement Operations

Subject: Informational Letter #1 – Request for Proposal for Promotional Products

The following questions regarding subject RFP were received in the Purchasing Department prior and or on the submission date of August 18, 2006.

Question #1 – Could you please provide more information as to what is being requested under the Small Business Development Program?

HCCS Response – Regarding the small business development program, please refer to the following link on the website for size standards and income information:

<http://www.sba.gov/library/cfrs/13cfr121.html>

Question #2 – Also could you please supply a copy of the most recent winning bid proposal for this same contract?

HCCS Response – Regarding the winning contract(s), we can provide you a copy of these documents immediately, if you still want them. If you are requesting a copy of the winning bid proposal, then you must request this document under the authority of the Texas Public Information Act. Your request will be forwarded to HCC General Counsel for proper action.

Question #3 – Could you please provide me with the stitch count of your logo for embroidered shirts and the width of the logo you are providing count for?

HCCS Response – The stitch count for the “H” not being filled in is 6000 and the stitch count for the “H” being filled in is 8000. The size of the logo is 3 ½ W X 1 ¼ L.