

RFP 26-004 Question and Answer Addendum 1

A.1 Viewbook:

Will that be mailed at one time or multiple mailings?

One time, but could be multiple mailings.

A.3 Poster:

Can you confirm how it folds?

The fold is not set. It can be modified to however you see best to keep costs down and mail.

A.4 Applicant Postcard:

Will that be mailed at one time or multiple mailings?

Multiple mailings, most likely.

A.6 Student Involvement Guide:

Do you have a die-line or something to show the die-cut?

Also I wanted to confirm the page count for the text section with the gate fold center. Does the 20 text pages include the center spread gatefold as 8 pages leaving 12 others? Sometimes organizations do not count the extra pages of the gatefold the text page count.

Template below.

A.7 Variable Admi Box

What is the overall & finished size?

Template below

1. On the applicant postcard, it's mentioned that the front image selection and the messaging is variable with 5 options. Are there 5 images that will coincide with the messaging or will the image and messaging vary as well?

The images would coincide with the messaging. For example, Image 2 would coincide with Messaging 2.

2. For items with variable printing, will the variable information be provided up front before the full production run?

We will provide an Excel file with variable information at the beginning of each project, but also if there are multiple runs, we would supply a new Excel file per run.

3. When pricing, should we assume the full quantity will be produced at one time?

Yes and no. Sometimes we get a quote for the full quantity, but then it will be fulfilled in several runs.

4. Will there be additional items produced to be kitted into the box for fulfillment?

Yes. We are currently providing a custom bandana and a vinyl sticker, but this can change.

Item #A.5 Waterfold Information Books

1. For the stair step waterfall cutouts: are they straight cuts, or will this require diecutting shapes on the edges?
 - a. If there are diecut shapes, is there an example/ image/ drawing of these shapes?

These are straight cuts

Item #A.6 Student Involvement Guide with Gatefold

1. Is there an example/ image/ drawing of the gatefold?
 - a. We're assuming that this is a 6 page gatefold, but any additional information would be helpful and appreciated.

Photos attached

Item #A.7 Variable Admin Box

1. Are there dimensions available?
 - a. Flat size
 - b. Finished size

Template below

2. Is there a specific closure that you have in mind?

Tear off zip closure

3. Will these be shipping out to a packer, so we would send them out to be kitted FLAT/ no assembly?

The expectation is that the print company would print and kit all at the same facility, then ship directly to a provided mailing list.

Overall Project:

The only thing that we don't see in the RFP is if we should include fulfillment of any sort for this project. Please let us know if this is something that you'd like to include, or if this portion of the pricing process is only for the components.

Yes. The expectation is that everything can be handled by your facility - printing, assembling, packaging, and mailing (sometimes direct to ATU, but often to a mailing list).

ON TRACK

WHAT IS ON TRACK?

It's a co-curricular experience designed to enhance student development beyond the classroom setting, encourage students to network socially among peers, and include students in traditional and signature university events. Each semester, a map of events and activities will be available to students categorized by interests.

STUDENTS WILL...

- ① Understand how physical and mental health contributes to overall wellness
- ② Navigate their career development
- ③ Indicate baseline characteristics of leadership
- ④ Articulate their personal leadership abilities
- ⑤ Recognize their role as active citizens
- ⑥ Compare cultural differences and issues
- ⑦ Identify involvement opportunities at ATU



Active Mind & Body

Is designed to assist students in understanding wellness concepts. This track will offer students opportunities to learn about issues that contribute to overall wellness and experience activities that will help them develop habits to maintain a healthy mind and body.



Aspiring Leader

Is developed specifically for freshmen and sophomores. The purpose of Aspiring Leader is to help develop foundational leadership and social skills for the ensuing years of collegiate life.



Global Focus

Is designed to expose students to a variety of situations and topics they may encounter or be affected by as a member of a global population. Global Focus will offer programs that allow students to grow into more intelligent and aware individuals.



Advance to Career

Is designed to navigate students further down the road to success. This track will hone students' skills in preparation for the "real world" through career-focused programming. The goal of Advance to Career is to utilize the student involvement experience to articulate the abilities and gained from participation on campus and teach them to express those qualifications to potential employers.



Elevated Citizen

Is designed to enhance the collegiate experience through philanthropic giving and civic engagement. Students who choose to participate in this co-curriculum will assist a number of charitable and service-related causes and learn the importance of contributing in meaningful ways to their local communities upon graduation.



Leader Identified

Is designed for juniors and seniors to cultivate leadership skills and reflect on experiences to prepare for future opportunities.



Unite

Is designed with the goal of connecting students at Arkansas Tech through student involvement opportunities. Unite will offer students the opportunity to experience the organization's Tech has to offer while increasing involvement on campus and helping students become more diverse leaders.



GET LICENSED

In order to participate in the On Track co-curricular experience, students must first get licensed. It is important for the student to view the Road Map track(s) they want to complete during that semester. A student must get licensed before getting licensed. There are no limits, therefore a student may get licensed for each semester. Get Licensed on GOLD Cabinet's page on the Link under by visiting www.atu.edu/ontack

COMPLETION

An undergraduate student completes a track by fulfilling three (3) options track in any given semester. Most tracks will have over six (6+) options semester. A student will have the most well-rounded experience by participating in each semester, however, criteria for each track does change. Student who choose to complete all seven (7) tracks become eligible to all-expenses-paid trip following the completion of the last track. For specific destinations will vary from year to year in order to give students different practically apply what they have learned while participating in On Track community service, professional networking and other college and university part of the destinations they visit.

In May 2019 Arkansas Tech students who have gone above and beyond co-curricular experience will be On Track to Washington, D.C. and Seattle. These cities are rich in opportunities and have a number of activities for themselves in during their stay! Some popular attractions include:

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| WASHINGTON, D.C. | ① Meeting with US Senator or US Representative | ② Meeting with professional |
| ③ Tour Capitol Building | ④ Pike Place Fish Market | ⑤ Space Needle |
| ⑥ Service activity | ⑦ Seattle Marines | ⑧ Seattle Opera |
| ⑨ Tour national monuments | ⑩ Smithsonian National History Museum | ⑪ Museum of Flight |
| ⑫ National Museum of American History | ⑬ Performance at Kennedy Center | ⑭ Discovery Park |
| ⑮ Newsum | ⑯ Arlington National Cemetery | ⑰ Seattle Great Wall |
| ⑱ George Washington University | ⑲ Bus tour | ⑳ Olympic Sculpture Park |
| | | ㉑ University of Washington |



