



Agenda Item E
September 13, 2010

SUBJECT: Approval to award bid to Impressive Promotional Products, LLC, the low bidder for t-shirts and sports apparel, for a one-year contract with two renewal options in one-year increments based on unit pricing, with an estimated annual cost of \$34,000.

SUBMITTING DEPARTMENT: Parks, Recreation and Cultural Services

CITY MANAGER APPROVAL: 

EXPENDITURE REQUIRED	Estimated annual \$34,000
AMOUNT BUDGETED	Approximately \$38,000
LINE ITEM NUMBER	Various recreation line items in 208-693 and 695

BACKGROUND INFORMATION:

Parks, Recreation and Cultural Services (PRCS) purchases a variety of clothing and apparel throughout the year related to programs and staff, therefore a comprehensive bid was developed. The bid includes uniforms for youth participating in the sports leagues such as soccer, volleyball, basketball and t-ball. T-shirts and sweatshirts are also purchased for various classes and theatre programs and awarded to division and tournament winners in the adult softball leagues. Items related to programs are budgeted as a part of the expense for each program and figured into the price at which the program is offered. Staff shirts are also purchased throughout the year for building attendants and seasonal staff as needed and are budgeted for accordingly.

After reviewing the twelve bids that were received and completing reference checks, staff is recommending Impressive Promotional Products, LLC., the low bidder, for t-shirts and clothing apparel for one year with two renewal options in one-year increments. Included are the original bid, bid tab sheet and sample order, along with the proposal of the lowest bidder.

Bidder	Total Sample Order
Impressive Promotional Products	\$34,064.55
American Silkscreen	\$41,333.95
For Sports	\$43,015.32
Austin Inc.	\$45,497.52
Libra Industries	\$55,699.13
CM2 Designs	\$80,545.20

RECOMMENDED ACTION: Approval to award bid to Impressive Promotional Products, LLC, the low bidder for t-shirts and sports apparel, for a one-year contract with two renewal options in one-year increments based on unit pricing, with an estimated annual cost of \$34,000.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Gatt				
Council Member Crawford				
Council Member Fischer				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

Note: White Column is price per item as quoted
 Note: Blue column is a sample order of items for comparison purposes

**CITY OF NOVI
 T-SHIRTS SPORTS APPAREL BID TAB**

BID DUE 8/20/10

Item	Description	Sample Order Qty	Impressive Promotional Products	Impressive Total	American Silkscreen	Amer Silk Total	For Sports	For Sports Total	Austin Inc.	Austin Total	Libra Industries	Libra Total	CM2 Designs	CM2 Total
SETUP/ARTWORK														
1	Logo Setup/Artwork Dept/City	0	10.00	0.00	0.00	0.00	0.00	0.00	N/C	0.00	100.00	0.00	free	0.00
2	Logo Setup/Artwork Sponsor	61	10.00	610.00	20.00	1,220.00	0.00	0.00	10.00	610.00	100.00	6,100.00	free	0.00
PRINTING COSTS														
3	Numerals (1-2 per location)	2202	0.50	1,101.00	0.50	1,101.00	0.60	1,321.20	1.35	2,972.70	1.00	2,202.00	4.00	8,808.00
4	1 color logo/1 location	4474	0.30	1,342.20	0.50	2,237.00	0.60	2,684.40	1.75	7,829.50	0.95	4,250.30	4.00	17,896.00
8	"Coach", "Supervisor", "Staff"	373	0.30	111.90	0.50	186.50	1.00	373.00	2.60	969.80	2.25	839.25	4.00	1,492.00
EMBROIDERY COSTS														
10	2 color embroidered logo/1 loc	7	5.25	36.75	4.00	28.00	5.00	35.00	2.50	17.50	3.95	27.65	7.00	49.00
FLAG FOOTBALL														
11	Mesh Football Jersey		Augusta 283/284		Teamwork 1352		Champro FJ5Y/FJ5A		Augusta 240/241		Augusta 240/240		Augusta 283/284	
	Youth Med-Youth XL	108	9.95	1,074.60	12.52	1,352.16	5.63	608.04	10.55	1,139.40	10.82	1,168.56	16.00	1,728.00
	Adult Small - Adult XL	27	10.35	279.45	11.41	308.07	5.63	152.01	11.50	310.50	12.16	328.32	17.00	459.00
BASKETBALL														
13	Reversible Tank Jersey - poly		Augusta 197/198		Augusta 136		Augusta 197/198		Augusta 197/198		Augusta 685/686		Augusta 195/196	
	Youth Med-Youth XL	598	8.40	5,023.20	8.60	5,142.80	8.00	4,784.00	9.40	5,621.20	20.16	12,055.68	17.50	10,465.00
	Adult Small - Adult XL	38	9.05	343.90	9.57	363.66	8.63	327.94	9.90	376.20	21.05	799.90	20.00	760.00
VOLLEYBALL														
14	Volleyball shirt - poly		Augusta 5059		Augusta 527		Augusta 5059		Augusta 1960/1940		Augusta 5059		Augusta 1230/1231	
	Youth Med-Youth XL	60	N/A	incl w/adult	9.67	580.20	N/A	incl w/adult	10.45	627.00	N/A	incl w/adult	12.50	750.00
	Adult Small - Adult XL	105	17.20	2,838.00	11.07	1,162.35	16.38	2,702.70	10.95	1,149.75	18.24	3,009.60	14.50	1,522.50
BASEBALL														
16	2 Button Henley(50/50 cotton/poly)		Augusta 580/581		Augusta 580		Augusta 580/581 colors		Augusta 580/581		Augusta 580/581		Augusta 643/644	
	Youth Med-Youth XL (S-L only)	216	5.70	1,231.20	7.36	1,589.76	6.06	1,308.96	7.85	1,695.60	7.23	1,561.68	11.95	2,581.20
19	Cap	216	1.50	324.00	1.94	419.04	1.75	378.00	2.50	540.00	2.50	540.00	6.00	1,296.00
FASTPITCH SOFTBALL (LADIES)														
21	Sleeveless Jersey		Augusta 577/578		Augusta 577		Augusta 562/563		Augusta 562/563		Augusta 577/578		Augusta 577/578	
	Youth Med-Youth XL	150	7.45	1,117.50	8.04	1,206.00	7.81	1,171.50	9.25	1,387.50	8.26	1,239.00	11.90	1,785.00
	Adult Small - Adult XL	25	8.40	210.00	8.94	223.50	8.75	218.75	10.00	250.00	9.22	230.50	13.00	325.00
22	Shorts		Augusta 941/942		Augusta 920		Augusta 941/942		Augusta 935/936		Augusta 941/942		Augusta 941/942	
	Youth Med-Youth XL	146	7.70	1,124.20	7.65	1,116.90	7.31	1,067.26	7.95	1,160.70	8.51	1,242.46	12.25	1,788.50
	Adult Small - Adult XL	16	8.40	134.40	8.29	132.64	7.94	127.04	8.25	132.00	9.00	144.00	13.50	216.00
23	Socks	162	3.25	526.50	4.00	648.00	1.75	283.50	3.45/3.36/3.20	544.32	3.71	601.02	5.00	810.00
24	Visor	165	2.45	404.25	3.20	528.00	2.25	371.25	3.60	594.00	3.72	613.80	5.00	825.00
ADULT SOFTBALL/COACH/THEATRE/STAFF														
25	T-Shirts, short sleeve		Gildan 8000		Jerzees 29M		Gildan 8000 colors		Gildan 8000 colors		Jerzees 29M		Gildan 8000	
	Adult Small - Adult XL	748	2.35	1,757.80	2.94	2,199.12	2.43	1,817.64	2.55	1,907.40	3.65	2,730.20	4.95	3,702.60
	Adult 2XL	247	4.50	1,111.50	4.19	1,034.93	4.21	1,039.87	4.07	1,005.29	5.35	1,321.45	6.50	1,605.50
26	T-shirts, long sleeve		Gildan 8400		Jerzees 29LS		Gildan 8400 colors		Jerzees 29 LS colors		Jerzees 29LS		Jerzees 29LS	
	Adult Small - Adult XL	308	4.50	1,386.00	4.87	1,499.96	4.38	1,349.04	4.69	1,444.52	5.36	1,650.88	7.20	2,217.60
27	Polo Shirt, short sleeve		Gildan 3800		Gildan 2800		Gildan 3800 colors		Hanes 055X colors		Jerzees 440M		Port Auth. K420	
	Adult Small - Adult XL	150	6.40	960.00	4.78	717.00	6.09	913.50	7.14	1,071.00	8.86	1,329.00	17.95	2,692.50
28	Hoodie		F.O.L. 82130		Sport Tek F281		ChampionS1051 colors		F.O.L. 82130 colors		F.O.L. 82130		Sport Tek F281	
	Adult Small - Adult XL	460	15.50	7,130.00	23.99	11,035.40	27.99	12,875.40	17.41	8,008.60	16.52	7,599.20	24.95	11,477.00
	Adult 2XL	204	19.05	3,886.20	25.99	5,301.96	34.83	7,105.32	20.26	4,133.04	20.17	4,114.68	25.95	5,293.80
TOTAL SAMPLE ORDER				34,064.55		41,333.95		43,015.32		45,497.52		55,699.13		80,545.20



IMPRESSIVE PROMOTIONAL PRODUCTS, LLC

645 N. Rochester Road, Clawson, MI 48017
Tel: (248) 589-3595 or Toll Free: (877) 477-4799
Fax: (248) 589-1131 Email: sales@ippteam.com
Check out our Website at ippteam.com

* Imprinted & Embroidered Sportswear * School, Cheerleading & Team Uniforms * Blazers, Jackets & Jogging Suits.
* Student Incentives & School Supplies * Gifts, Advertising Specialty & Promotional Items.

CITY OF NOVI

“T-SHIRTS & SPORTS APPAREL”

ITB - 082010

COPY 3 OF 3



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August 18, 2010

City of Novi
City Clerk's Office
45175 W. Ten Mile Road
Novi, Michigan 48375-3024

Re: **"T-SHIRTS & SPORTS APPAREL"**

Dear Sir/Madam

In reference to the above, enclosed please find the Bid Submittals:

- | | |
|---|-------------|
| 1. Proposal Form | |
| 2. Copies of catalog pages | Exhibit – A |
| 3. Qualification of Firm | Exhibit – B |
| 4. Project Manager Experience & Qualification | Exhibit – C |

Impressive Promotional Products has been providing Quality, Service and Product Selection for about more than 10 years. We have been in business since 1998. Our product line includes:

- A. Imprinted & Embroidered Sportswear, Blazers & Apparels.
- B. School, Cheerleading & Team Uniforms.
- C. Gifts, Novelties, Advertising Specialties & Promotional Products.

Our customer base includes Government organizations, Schools, Not-for-profit organizations, Corporations & Healthcare facilities. The list includes:

- Ann Arbor Public Schools
- City of Troy
- City of Rochester Hills
- City of Southfield
- City of Sterling Heights
- Clawson Public Schools
- Chicago Public Schools
- Detroit Public Schools
- Dearborn Public Schools

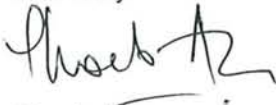
- Livonia Public Schools
- Redford Union Public Schools
- Taylor Public Schools
- Royal Oak Public Schools

Impressive Promo will understand your needs and will work honestly with the City of Novi in achieving its organizational goals.

Should you have any questions or need further information, feel free to call me at (248) 589-3595.

Thanking you in the meanwhile.

Sincerely

A handwritten signature in black ink, appearing to read 'Shoeb Ali', with a stylized flourish at the end.

Shoeb Ali
(Owner/CEO)



NOTICE - CITY OF NOVI
INVITATION TO BID

T-SHIRTS & SPORTS APPAREL

The City of Novi will receive sealed bids for **T-Shirts & Sports Apparel** according to the specifications of the City of Novi.

Sealed bids will be received until **10:00 A.M.** prevailing Eastern Time, **Friday, August 20, 2010** at which time bids will be opened and read. Bids shall be addressed as follows and delivered to:

CITY OF NOVI
CITY CLERK'S OFFICE
45175 W. Ten Mile Rd.
Novi, MI 48375-3024

All bids must be signed by a legally authorized agent of the bidding firm.
ENVELOPES MUST BE PLAINLY MARKED

"T-SHIRTS & SPORTS APPAREL"

AND MUST BEAR THE NAME OF THE BIDDER.

The City reserves the right to accept any or all alternative bids and award a contract to other than the lowest bidder, to waive any irregularities or informalities or both; to reject any or all bids; to subdivide the award, and in general to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interest of the City of Novi.

Sue Morianti
Purchasing Manager
smorianti@cityofnovi.org

Notice Dated: August 3, 2010

NOTICE TO BIDDERS:

The City of Novi officially distributes bid documents through the Michigan Intergovernmental Trade Network (MITN). **Copies of bid documents obtained from any other source are not considered official copies.** The City of Novi cannot guarantee the accuracy of any information not obtained from the MITN website and is not responsible for any errors contained by any information received from alternate sources. Only those vendors who obtain bid documents from the MITN system are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the source indicated, it is recommended that you register on the MITN site, www.mitn.info and obtain an official copy.



CITY OF NOVI
T-SHIRTS & SPORTS APPAREL
INSTRUCTIONS TO BIDDERS

This bid is issued by the Purchasing Office of the City of Novi.

IMPORTANT DATES

Bid Issue Date	August 3, 2010
Last Date for Questions	Friday, August 13, 2010 by 12 Noon Please submit all questions via email to: Sue Morianti, Purchasing Manager smorianti@cityofnovi.org
Response Due Date	Friday, August 20, 2010 by 10:00 a.m.

BID SUBMITTALS

An **UNBOUND COMPLETED ORIGINAL and Three (3) copies** of each bid must be submitted. No other distribution of the bids will be made by the Contractor. Bids must be signed by an official authorized to bind the Contractor to its provisions.

Bid Submittals to include:

- Proposal Form
- Copies of catalog pages for items included in bid (Black & white copies)

FAILURE TO SUBMIT PRICING ON THE PROPOSAL FORM PROVIDED BY THE CITY OF NOVI MAY CAUSE THE BID TO BE CONSIDERED NON-RESPONSIVE AND INELIGIBLE FOR AWARD.

CHANGES TO THE BID/ADDENDUM

Should any prospective Bidder be in doubt as to the true meaning of any portion of the ITB, or should the Bidder find any patent ambiguity, inconsistency, or omission therein, the Bidder shall make a written request (via email) for official interpretation or correction. Such request shall be submitted to the staff member indicated above. The individual making the request shall be held responsible for its prompt delivery.

Such interpretation or correction, as well as any additional Bid provisions that the City may decide to include, will be made as an addendum, which will be posted on the MITN website at www.mitn.info. Any addendum issued by the City shall become part of the ITB and subsequent contract and shall be taken into account by each bidder in preparing its bid. Only written addenda is binding. It is the Bidder's responsibility to be sure they have obtained all addenda. Receipt of all addenda must be acknowledged on bid form.

CONSIDERATION OF BIDS

In cases where items are requested by a manufacturer's name, trade name, catalog number or reference, it is understood that the bidder/proposer intends to furnish the item so identified or an item of "equal" quality and value as determined by the City of Novi.

Reference to any of the above is intended to be descriptive, but not restrictive, and only indicates articles that will be satisfactory. Bids of "equal" quality and value will be considered, provided that the bidder states in his/her bid what he/she proposed to furnish, including literature, or other descriptive matter which will clearly indicate the character of the item covered by such bid.

The Purchasing Manager hereby reserves the right to approve as an "equal", any item proposed which contains minor or major variations from specification requirements, but which may comply substantially therewith.

CONTRACT AWARD

The contract will be awarded to that responsible, responsive bidder whose bid, conforming to this solicitation, will be most advantageous to the City of Novi. Qualifications, experience, references, comparable projects, price, previous experience with vendor/contractor, delivery, and other factors will be considered in the evaluation process and award of contract. The City reserves the right to accept any or all alternative bids and award the contract to other than the lowest bidder, to waive any irregularities or informalities or both; to reject any or all bids; and in general to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interest of the City of Novi.

After contract award, a summary of total price information for all submissions will be posted on the MITN website at www.mitn.info.

The City may, from time to time, find it necessary to continue this contract on a month-to-month basis only, not to exceed a six (6) month period. Such month-to-month extended periods shall be by mutual agreement of both parties, with all provisions of the original contract or any extension thereof remaining in full force and effect.

SUBMISSION OF BID

Bids must be submitted in a sealed envelope. Outside of mailing envelope must be labeled with name of contractor and name of bid. Failure to do so may result in a premature opening or failure to open such proposal.

To be considered, sealed bids must arrive at the specified location, on or before the specified time and date. There will be no exceptions to this requirement. Contractors mailing bids should allow ample time to ensure the timely delivery of their bid. Bids received after the closing date and time will not be accepted or considered. Faxed, emailed, or telephone bids are not acceptable. The City of Novi shall not be held responsible for lost or misdirected bids.

Bids must be clearly prepared and legible and must be signed by an Officer of the submitting Company on the enclosed form. Bids must show unit and total prices if requested. In case of mistakes in price extension, unit pricing shall govern. ANY

CHANGES MADE ON BID FORMS MUST BE INITIALED OR YOUR BID MAY BE CONSIDERED NON-RESPONSIVE.

A bid may be withdrawn by giving written notice to the Purchasing Manager before the stated due date/closing time. After the stated closing time, the bid may not be withdrawn or canceled for a period of One Hundred and Twenty (120) days from closing time.

Failure to include in the bid all information requested may be cause for rejection of the bid.

Bidders are expected to examine all specifications and instructions. Failure to do so will be at the bidder's risk.

No bid will be accepted from, or contract awarded to any person, firm, or corporation that is in arrears or is in default to the City Novi upon any debt or contract, or that is in default as surety or otherwise, or failed to perform faithfully any previous contract with the City.

EXCEPTIONS

The City will not accept changes or exceptions to the bid documents/specifications unless Contractor indicates the change or exception in the "Exceptions" section of the bid form. If Contractor neglects to make the notation on the bid form but writes it somewhere else within the bid documents and is awarded the contract, the change or exception will not be included as part of the contract. The original terms, conditions and specifications of the bid documents will be applicable during the term of the contract.

RESPONSIVE BIDS

All pages and the information requested herein shall be furnished completely in compliance with instructions. The manner and format of submission is essential to permit prompt evaluation of all bids on a fair and uniform basis. Unit prices shall be submitted if space is provided on bid form. In cases of mistakes in extension, the unit price shall govern. Accordingly, the City reserves the right to declare as non-responsive, and reject an incomplete bid if material information requested is not furnished, or where indirect or incomplete answers or information is not provided. Any exceptions to the specifications must be noted on the bid form.

CONTRACT TERMINATION

The City may terminate and/or cancel this contract (or any part thereof) at any time during the term, any renewal, or any extension of this contract, upon thirty days (30) days written notice to the Contractor, for any reason, including convenience without incurring obligation or penalty of any kind. The effective date for termination or cancellation shall be clearly stated in the written notice.

TRANSFER OF CONTRACT/SUBCONTRACTING

The successful bidder will be prohibited from assigning, transferring, converting or otherwise disposing of the contract agreement to any other person, company or corporation without the expressed written consent of the City of Novi. Such approval shall not constitute a basis for privity between the City and any subcontractor. Any

subcontractor, so approved, shall be bound by the terms and conditions of the contract. The contractor shall be fully liable for all acts and omissions of its subcontractor(s) and shall indemnify the City of Novi for such acts or omissions.

NON-DISCRIMINATION

In the hiring of employees for the performance of work described in this ITB and subsequent contract, neither the contractor, subcontractor, nor any person acting in their behalf shall by reason of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status discriminate against any person qualified to perform the work required in the execution of the contract.

ACCEPTANCE OF BID CONTENT

Should a contract ensue, the contents of the bid of the successful Bidder may become contractual obligations. Failure of a contractor to accept these obligations may result in cancellation of the award.

DISCLOSURE

All documents, specifications, and correspondence submitted to the City of Novi become the property of the City of Novi and are subject to disclosure under the provisions of Public Act No. 442 of 1976 known as the "Freedom of Information Act". This Act also provides for the complete disclosure of contracts and attachments hereto. This means that any informational material submitted as part of this ITB is available without redaction to any individual or organization upon request.

ECONOMY OF PREPARATION

Bids should be prepared simply and economically, providing a straightforward and concise description of the bidder's ability to meet the requirements of the bid. Emphasis should be on completeness and clarity of content. Included in the response must be a point by point response to the Requirements and other sections of the bid.

The City of Novi is not liable for any costs incurred by bidders prior to issuance of a contract.

INDEPENDENT PRICE DETERMINATION

By submission of a proposal, the offerer certifies, and in case of a joint proposal, each party hereto certifies as to its own organization, that in connection with the proposal:

(a) The prices in the proposal have been arrived at independently without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offerer or with any other Competitor; and

(b) No attempt has been made or will be made by the offerer to induce any other person or firm to submit or not submit a proposal for the purpose of restricting competition.

Each person signing the proposal certifies that:

(c) He is the person in the offerer's organization responsible within that organization for the decision as to prices being offered in the proposal and that he has not participated and will not participate in any action contrary to (a) and (b) above; or

(d) He is not the person in the offerer's organization responsible within that organization for the decision as to prices being offered in the proposal but that he has been authorized in writing to act as agent for the persons responsible for such decisions in verifying that such persons have not participated, and will not participate, in any action contrary to (a) and (b) above, and that as their agent, does hereby so certify; and that he has not participated, and will not participate in any action contrary to (a) and (b) above.

A proposal will not be considered for award if the sense of the statements required in the proposal has been altered so as to delete or modify the above.



CITY OF NOVI
T-SHIRTS & SPORT APPAREL
SPECIFICATIONS

OVERVIEW

The City is seeking a single company to provide T-shirts and other sports apparel for team sports and City staff as needed.

TYPE OF CONTRACT

If a contract is executed as a result of the bid, it stipulates a fixed price for products & services. The contract period will be for one (1) year. Upon mutual consent of the City of Novi and the successful bidder, the contract may be renewed two (2) times in one (1) year increments at the same terms and conditions of the original contract.

GENERAL INFORMATION

All items listed in the bid form **MUST** be quoted unless otherwise noted. Quantities shown by items below are estimated based on prior year's purchases and may or may not be ordered during the term of the contract. The City is not obligated to purchase in these or any other quantities. The City makes no guarantee of items to be ordered, quantities to be ordered, or number of orders to be placed.

Additional items may be required during the course of the contract period. Should this occur, a written quotation will be provided. If price is acceptable to the City, the item(s) will be added to the contract at the quoted price for the remainder of the contract and any renewals.

Vendor must obtain a signed City of Novi purchase order before proceeding with all orders. Invoices must have the 3 digit department code as well as the PO number clearly marked on them. Invoices are to be mailed to: City of Novi, Attention Finance Department, 45175 W. Ten Mile Rd., Novi, MI 48375.

The City requires a packing list with all delivered items.

BID SUBMITTALS/PRICING

All clothing items are to be priced without printing or embroidery. As Proposal Form indicates, all setup/artwork, numerals, logo printing and embroidery fees are to be charged separately.

Please provide copies of the catalog page for each item you have included in your bid. Black & white copies are sufficient.

TAX EXEMPTION

It is understood that the City of Novi is a governmental unit, and as such, is exempt from the payment of all Michigan State Sales and Federal Excise taxes. Do not include such taxes in the bid prices. The City will furnish the successful bidder with tax exemption certificates when requested. The City's tax-exempt number is 38-6032551.

FREIGHT CHARGES

Prices are to be quoted F.O.B. Destination (City of Novi facility).

ESTIMATED QUANTITIES

The proposal form lists estimated annual quantities of items that may be ordered. The City is not able to guarantee quantities, size of orders, numbers of orders, or which items will be ordered during the contract period.

	<u>Estimated quantity</u>
Flag Football	100 (Fall)
Basketball	600 (450 Fall/150 Winter)
Volleyball	150 (Winter)
Baseball	400
Fastpitch Softball	200
Coach Apparel	250 annually (several orders during the year)
Adult Softball	280 annually (several orders during the year)
Theatre shirts	200 annually (several orders during the year)
Staff shirts	350 annually (several orders during the year)

SAMPLES

Samples may be requested by the City of Novi during bid evaluation. Failure to submit requested samples may result in rejection of your bid.

There will be no charge to the City for samples. If vendor wants samples returned, they must be clearly marked when delivered and vendor must pick them up within 2 weeks after bid is awarded.

CATALOGS

Within 2 weeks after contract award, the successful bidder will provide three (3) sets of current catalogs showing items that were bid. Catalogs shall be delivered to the Purchasing Manager.



CITY OF NOVI
PROPOSAL FORM

SPORT CLOTHING AND APPAREL

We the undersigned as bidder, propose to furnish to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof according to the attached terms and conditions.

	<u>PRICE</u>
<u>Setup/Artwork</u>	
1. Logo Setup/Artwork Fee (City/Department logo)	\$ <u>10.00</u>
2. Logo Setup/Artwork Fee (Sponsor logo)	\$ <u>10.00</u>
 <u>Printing costs</u>	
3. Numerals on back of shirt (1-2 per location)	\$ <u>0.50</u> PER LOCATION
4. 1 color logo/1 location	\$ <u>0.30</u> PER SHIRT/ITEM
5. 2 color logo/1 location	\$ <u>0.50</u> PER SHIRT/ITEM
6. 1 color logo/2 locations	\$ <u>0.60</u> PER SHIRT
7. 2 color logo/2 locations	\$ <u>1.00</u> PER SHIRT
8. "Supervisor", "Staff" or "Coach" on back of shirt	\$ <u>0.30</u> PER SHIRT
 <u>Embroidery Costs</u>	
9. 1 color embroidered logo/1 location	\$ <u>5.25</u> PER SHIRT/ITEM
10. 2 color embroidered logo/1 location	\$ <u>5.25</u> PER SHIRT/ITEM

Stitch Count 7,250

FLAG FOOTBALL

11. Mesh Football Jersey

Brand & Style number Augusta 283/284

Youth Med - Youth XL

\$ 9.95 EA

Adult Small - Adult XL

\$ 10.35 EA

Adult 2XL

\$ 11.95 EA

Adult 3XL

\$ 13.15 EA

EXHIBIT-A
PAGE 1

12. Sport Socks

Augusta
6026, 6027, 6028

\$ 3.25 PR

EXHIBIT-A
PAGE 2

BASKETBALL

13. Reversible Jersey, tank style (100% polyester mesh)

Brand & Style number	<u>Augusta 197/198</u>	
Youth Med – Youth XL		\$ <u>8.40</u> EA
Adult Small – Adult XL		\$ <u>9.05</u> EA
Adult 2XL		\$ <u>10.35</u> EA
Adult 3XL		\$ <u>11.60</u> EA

EXHIBIT-A
PAGE 3

VOLLEYBALL, Ladies' only

14. Sleeveless Volleyball shirt, collared, V-neck, moisture wicking polyester mesh)

Brand & Style number	<u>Augusta 5059</u>	
Youth Med – Youth XL		\$ <u>N/A</u> EA
Adult Small – Adult XL		\$ <u>17.20</u> EA
Adult 2XL		\$ <u>18.45</u> EA
Adult 3XL		\$ <u>N/A</u> EA

EXHIBIT-A
PAGE 4

BASEBALL

15. Complete Uniform package (2 button henley, pants, socks, cap)

Youth Med – Youth XL	\$ <u>19.55</u> EA
Adult Small – Adult XL	\$ <u>25.50</u> EA
Adult 2XL	\$ <u>29.05</u> EA
Adult 3XL	\$ <u>30.35</u> EA

16. 2 button Henley Shirt ^{50/50 Poly.} (~~100%~~ cotton)

Brand & Style number	<u>Augusta 580/581</u>	
Youth Med – Youth XL		\$ <u>5.70</u> EA
Adult Small – Adult XL		\$ <u>7.80</u> EA
Adult 2XL		\$ <u>9.15</u> EA
Adult 3XL		\$ <u>10.45</u> EA

EXHIBIT-A
PAGE - 5

17. Pants

Brand & Style number	<u>Augusta 801/811</u>	
Youth Med – Youth XL		\$ <u>9.10</u> EA

EXHIBIT-A
PAGE - 6

	Adult Small – Adult XL	\$ <u>12.95</u> EA
	Adult 2XL	\$ <u>15.15</u> EA
	Adult 3XL	\$ <u>N/A</u> EA
18. Socks	Augusta 6026, 6027, 6028	\$ <u>3.25</u> PR
19. Cap	Harriton M880	\$ <u>1.50</u> EA

EXHIBIT-A, PAGE 2

EXHIBIT -A
PAGE 7

FASTPITCH SOFTBALL, Ladies' only

20. Complete Uniform package (sleeveless jersey, shorts, socks, visor)

	Youth Med – Youth XL	\$ <u>20.85</u> EA
	Adult Small – Adult XL	\$ <u>22.50</u> EA
	Adult 2XL	\$ <u>24.45</u> EA
	Adult 3XL	\$ <u>N/A</u> EA

21. Sleeveless Jersey, polyester shiny "dazzle" fabric

Brand & Style number Augusta 577/578

	Youth Med – Youth XL	\$ <u>7.45</u> EA
	Adult Small – Adult XL	\$ <u>8.40</u> EA
	Adult 2XL	\$ <u>9.35</u> EA
	Adult 3XL	\$ <u>N/A</u> EA

EXHIBIT-A
PAGE 8

22. Shorts

Brand & Style number Augusta 941/942

	Youth Med – Youth XL	\$ <u>7.70</u> EA
	Adult Small – Adult XL	\$ <u>8.40</u> EA
	Adult 2XL	\$ <u>9.40</u> EA
	Adult 3XL	\$ <u>N/A</u> EA

EXHIBIT-A
PAGE 9

23. Socks Augusta 6026, 6027, 6028 \$ 3.25 PR

EXHIBIT A, PAGE 2

24. Visor Augusta 6242 \$ 2.45 EA

EXHIBIT A
PAGE 10

ADULT SOFTBALL / COACH APPAREL / THEATRE / STAFF

25. Tees – short sleeve (50-50 cotton/poly)

Brand & Style number Gildan 8000

Adult Small – Adult XL + YOUTH SIZES \$ 2.35 EA
Adult 2XL \$ 4.50 EA
Adult 3XL \$ 4.60 EA
Adult 4XL \$ 4.75 EA

EXHIBIT-A
PAGE 11

26. Tees – long sleeve (50-50 cotton/poly)

Brand & Style number Gildan 8400

Adult Small – Adult XL \$ 4.50 EA
Adult 2XL \$ 6.25 EA
Adult 3XL \$ 6.45 EA
Adult 4XL \$ N/A EA

EXHIBIT-A
PAGE 12

27. Polo Shirt – short sleeve (100% cotton)

Brand & Style number Gildan 3800

Adult Small – Adult XL \$ 6.40 EA
Adult 2XL \$ 9.25 EA
Adult 3XL \$ 9.55 EA
Adult 4XL \$ N/A EA

EXHIBIT-A
PAGE 13

28. Hoodie, Men's & Ladies (12 oz., cotton/poly)

Brand & Style numbers F.O.L. 82130

Adult Small – Adult XL \$ 15.50 EA
Adult 2XL \$ 19.05 EA
Adult 3XL \$ 19.70 EA
Adult 4XL \$ N/A EA

EXHIBIT-A
PAGE 14

29. Wind Shirt, long sleeve, unlined, V-neck

Brand & Style number Harritan M700

Adult Small – Adult XL \$ 16.25 EA
Adult 2XL \$ 19.60 EA
Adult 3XL \$ 20.90 EA
Adult 4XL \$ 22.25 EA

EXHIBIT-A
PAGE 15

30. Polo Shirt, wicking fabric, Men's & Ladies'

Brand & Style numbers Harrington M315

Adult Small – Adult XL	\$ <u>13.00</u> EA
Adult 2XL	\$ <u>14.90</u> EA
Adult 3XL	\$ <u>16.15</u> EA
Adult 4XL	\$ <u>17.50</u> EA

EXHIBIT-A
PAGE 16

31. Fleece Jacket, full zip, Men's & Ladies' (100% Polyester)

Brand & Style numbers Harrington M990

Adult Small – Adult XL	\$ <u>14.75</u> EA
Adult 2XL	\$ <u>16.75</u> EA
Adult 3XL	\$ <u>18.25</u> EA
Adult 4XL	\$ <u>19.50</u> EA

EXHIBIT-A
PAGE 17

32. Baseball cap

Brand & Style number Harrington M880

\$ 1.50 EA

EXHIBIT-A
PAGE - 7

MISCELLANEOUS (OPTIONAL, you are not required to bid on these items)

33. Cinch Sack Backpack (1 logo, 1 color, 1 location)

Brand & Style number Bagworld 3400

\$ 1.95 EA

EXHIBIT-A
PAGE 18.

34. Dry erase Clipboard with 1 color Logo

\$ — EA

DELIVERY We will meet your deadline days after receipt of purchase order

Comments/Exceptions: "None"

We acknowledge the following addendums #1 & #2

References: Please provide at least three (3) current references for which you provide a similar scope of service:

Company City of Troy
Address 3179 Livernois, Troy MI 48083
Phone (248) 524-3484 Contact name Barbara Rupas
Recreation Supervisor

Company City of Rochester Hills
Address 1000 Rochester Hills Drive, Rochester Hills, MI 48309
Phone (248) 841-2537 Contact name Lisa Cummins, Purchasing

Company Ann Arbor Public Schools Community Education + Recreation
Address 1515 South 7th Street, Ann Arbor MI 48103
Phone (734) 994-2300 Contact name Larry Dishman, Coordinator
x 53226 Sally Searls, x 53219
Sean Williams, x 53214

Company (Legal Registration) Impressive Promotional Products, LLC
Address 645 N. Rochester Rd
City Clawson State MI Zip 48017
Telephone (248) 589-3595 Fax (248) 589-1131
Representative's Name (please print) Shoeb Ali
Representative's Title Owner, CEO
Representative's Signature Shoeb Ali
E-mail sales@ippteam.com
Date _____

STYLE 283 - PORTHOLE MESH FOOTBALL JERSEY

PRODUCT DETAILS



100% polyester porthole mesh body and sleeves * 100% polyester dazzle fabric two-ply yoke
* 1x1 rib-knit modified V-neck collar * Oversized shoulders and full-cut sleeves to
accommodate pads * Set-in sleeves * Double-needle hemmed sleeves and bottom. Also
available in Youth, Style 284.

AVAILABLE COLORS

Black, Dark Green, Gold, Maroon, Navy, Purple, Red, Royal, White

SIZES

S/M, L/XL, 2XL, 3XL

Print

STYLE 6026 - ATHLETIC SOCKS - INTERMEDIATE

PRODUCT DETAILS



80% acrylic/14% nylon/6% elastic* Knee-length tube sock* Fully cushioned foot. Also available in Adult, Style 6028 and Youth, Style 6027.

AVAILABLE COLORS

Black, Columbia Blue, Dark Green, Gold, Kelly, Maroon, Navy, Orange, Purple, Red, Royal, Silver Grey, Teal, White

SIZES

9-11

Print

STYLE 197 - TRICOT MESH REVERSIBLE TANK

PRODUCT DETAILS



Two layers of 100% polyester tricot mesh * Fully reversible for wearing on either side * Bottom hem of each layer finished separately to allow for embellishment * Outside locker label with size is on wearer's left side near bottom hem. Also available in Youth, Style 198.

AVAILABLE COLORS

Black/gold, Black/white, Columbia Blue/white, Dark Green/white, Gold/white, Maroon/white, Navy/gold, Navy/white, Orange/white, Purple/gold, Purple/white, Red/black, Red/white, Royal/gold, Royal/white

SIZES

S, M, L, XL, 2XL, 3XL

Print

STYLE 5059 - LADIES SLEEVELESS WICKING TEXTURED GAMEDAY SPORT SHIRT

PRODUCT DETAILS



100% polyester wicking closed hole mesh * 94% polyester/6% spandex knit with wicking/antimicrobial inserts * Wicks moisture away from the body * Ladies' fit * Heat sealed label * Self-fabric V-neck collar * Contrast color shoulder and side inserts * Smooth inserts stretch for enhanced performance * Self-fabric armholes * Side vents * Double-needle hemmed bottom * Individually polybagged

AVAILABLE COLORS

Black/white, Dark Green/white, Maroon/white, Navy/white, Purple/white, Red/white, Royal/white, White/white

SIZES

XS, S, M, L, XL, 2XL

Print

STYLE 580 - TWO-BUTTON BASEBALL JERSEY

PRODUCT DETAILS



50% polyester/50% cotton jersey knit* 1x1 rib-knit collar* Set-in sleeves* Two-button placket
* Double-needle hemmed sleeves and bottom. Also available in Youth, Style 581.

AVAILABLE COLORS

Ash, Athletic Heather, Black, Dark Green, Gold, Kelly, Light Blue, Maroon, Navy, Orange, Purple, Red, Royal, Silver Grey, Teal, White

SIZES

S, M, L, XL, 2XL, 3XL, 4XL

Print

STYLE 801 - SOFTBALL/BASEBALL PANT

PRODUCT DETAILS



100% polyester double knit * Elastic waistband with tunnel belt loops* Two-snap closure* Zipper fly* Right back patch pocket* Reinforced knees* Graded inseam lengths* Elastic cuffs. Also available in Youth, Style 811.

AVAILABLE COLORS

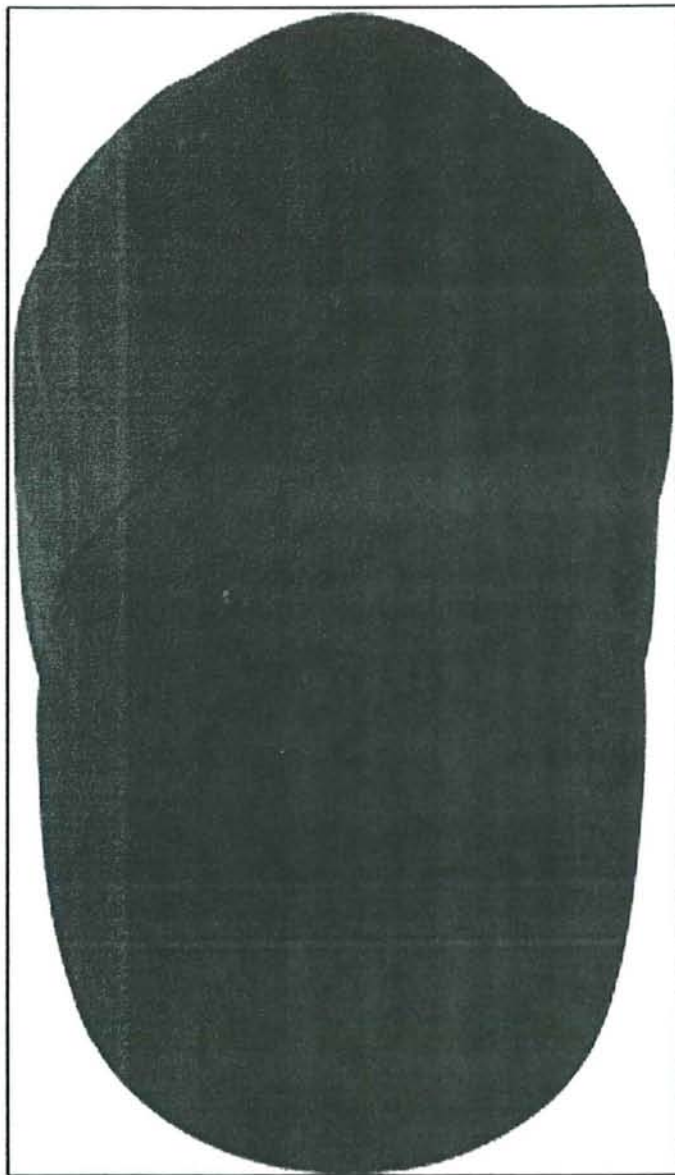
Black, Blue Grey, Navy, Silver Grey, White

SIZES

S, M, L, XL, 2XL

Print

**Harriton - Basic Cap.
M880 One Size Fits All**



Harriton - Basic Cap. M880.

100% cotton twill; unstructured,
low-profile; sewn eyelets; self-
fabric Velcro® closure.



IMPRESSIVE PROMOTIONAL PRODUCTS, LLC

645 N. Rochester Road, Clawson, MI 48017.

Tel: (248) 589-3595 Toll Free: (877) 477-4799

Fax: (248) 589-1131 Email: sales@ippteam.com

STYLE 577 - LADIES DAZZLE ALL STAR JERSEY

PRODUCT DETAILS



100% polyester dazzle fabric * Ladies' fit * Contrast color 1x1 rib-knit modified V-neck collar * White shoulder inserts * Double-needle hemmed armholes and bottom. Also available in Girls', Style 578.

AVAILABLE COLORS

Black/white, Columbia Blue/white, Dark Green/white, Light Pink/white, Maroon/white, Navy/white, Purple/white, Red/white, Royal/white, Vegas Gold/white

SIZES

S, M, L, XL, 2XL

Print

STYLE 941 - LADIES DAZZLE ELITE SHORT

PRODUCT DETAILS



100% polyester dazzle fabric* Ladies' fit * Covered elastic waistband with inside drawcord * Contrast color side inserts * Side vents * 5-inch inseam* Double-needle hemmed bottom. Also available in Girls', Style 942.

AVAILABLE COLORS

Black/white, Columbia Blue/white, Dark Green/white, Light Pink/white, Maroon/white, Navy/white, Purple/white, Red/white, Royal/white, Vegas Gold/white

SIZES

S, M, L, XL, 2XL

Print

STYLE 6242 - SPORT FLEX WICKING VISOR-ADULT

PRODUCT DETAILS



100% polyester wicking closed hole mesh* Unique design allows visor to stretch for a comfortable fit* Two panels* Self-fabric sweatband folds down for easy embellishment* Pre-curved bill. S/M (fits adult hat sizes 6 3/4 to 7 1/8) L/XL (fits adult hat sizes 7 1/4 to 7 5/8)

AVAILABLE COLORS

Black, Dark Green, Gold, Kelly, Maroon, Navy, Orange, Purple, Red, Royal, White

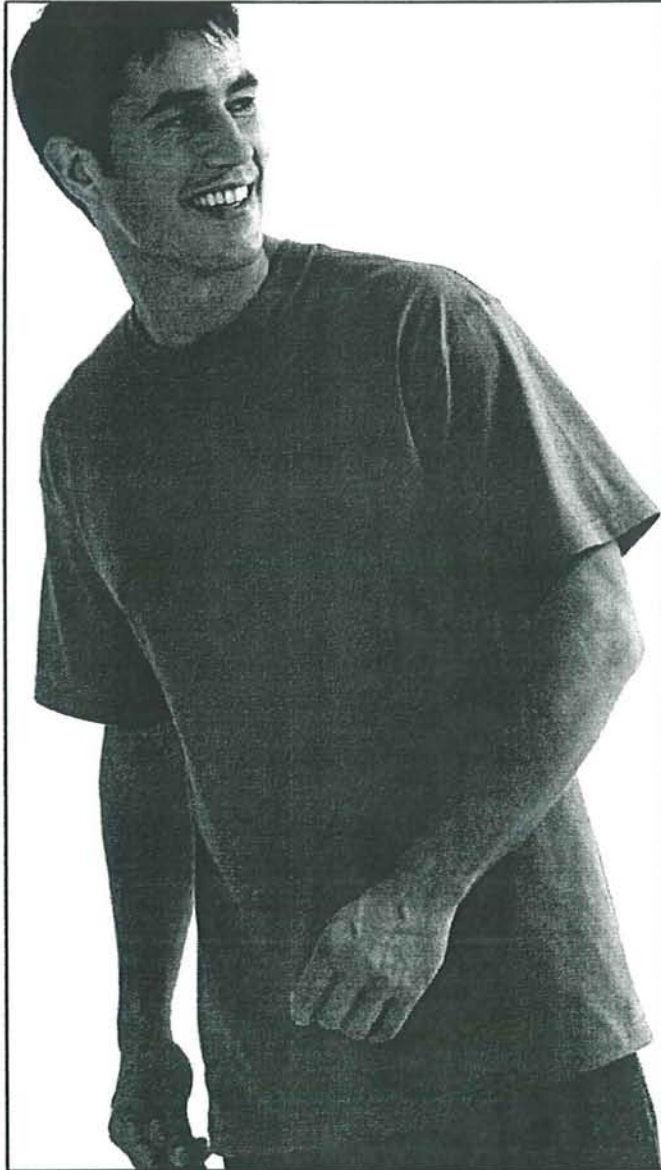
SIZES

S/M, L/XL

Print

Gildan - 5.6 oz. Ultra Blend 50/50 T-Shirt.

8000 Adult Sizes or 8000b Youth Sizes



50% preshrunk cotton, 50% polyester;
double-needle stitching throughout;
taped shoulder-to-shoulder; seamless
collar; Ash is 99% cotton, 1% polyester;
Sport Grey is 90% cotton, 10%
polyester.



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Gildan - 5.6 oz. Ultra Blend 50/50 Long-Sleeve T-Shirt.
Adult Sizes 8400



50% preshrunk cotton, 50% polyester; double-needle stitching throughout; taped shoulder-to-shoulder; seamless collar; ribbed cuffs; Ash is 99% cotton, 1% polyester; Sport Grey is 90% cotton, 10% polyester.



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EXHIBIT - A

**Gildan - 6.5 oz. Ultra Cotton Combed Ringspun Pique Polo.
3800 Adult Sizes**



100% combed ringspun cotton; double-needle stitching throughout; three-button placket with woodtone buttons; welt-knit collar; welt-knit cuffs; Ash is 99% cotton, 1% polyester; Sport Grey is 90% cotton, 10% polyester; Dark Heather is 50% cotton, 50% polyester.



IMPRESSIVE PROMOTIONAL PRODUCTS, LLC

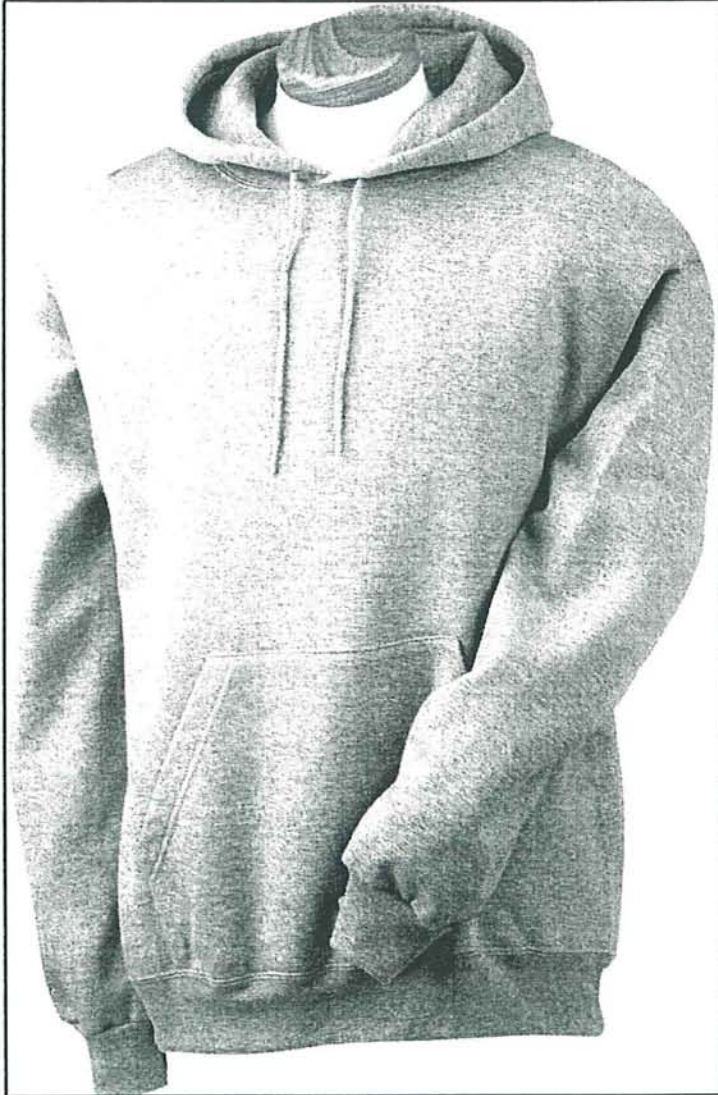
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EXHIBIT- A

**Fruit of the Loom - 12 oz. Supercotton 70/30 Pullover Hood.
82130 Adult Sizes**



70% cotton, 30% polyester; label free; ribbed cuffs and waistband with spandex; set-in sleeves; double-needle coverstitching on armholes and waistband; two-ply hood with grommets and matching tipped drawcord; pouch pocket.



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Harriton - Microfiber Windshirt.
M700 Adult Sizes



100% polyester microfiber; mesh lined body with nylon lined raglan sleeves; wind- and water-resistant; InconspicuZip™ for easy embroidery; crossover knit V-neck collar with contrast tipping; side-entry welt pockets; coverlock stitched front and back raglan sleeve detail; comfortable elastic waistband and flat-knit cuffs.



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EXHIBIT - A

Harriton - Men's 4 oz. Polytech Polo.
M315 Men's or M315W Ladies



100% polyester; anti-microbial, anti-static, anti-odor and UPF 50 protection; sideseamed; double-needle topstitch on bottom hem and side vents; clean-finished inside neck with self-fabric neck tape; proven to absorb, wick and evaporate more moisture than cotton; quick drying and breathable; set-in sleeves with open hem; two-button placket.



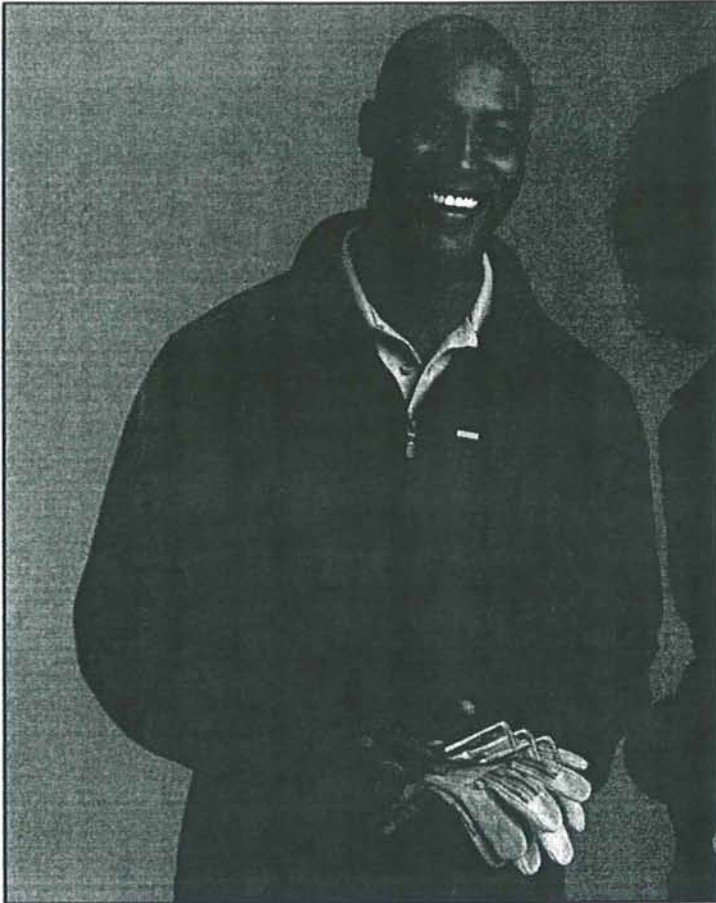
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Tel: (248) 589-3595 Toll Free: (877) 477-4799

Fax: (248) 589-1131 Email: sales@ippteam.com

Harriton - Men's 8 oz. Full-Zip Fleece.
M990 Men's, M990W Ladies' or M990Y Youth



100% spun soft polyester fleece with non-pill finish on surface. Front-zip pockets, dyed-to-match zippers and zipper pull. Front yoke. Non-roll elastic cuffs. Midweight fleece provides warmth without weight. Highly Breathable. Bottom hem has inside casing with drawcord and toggles.



IMPRESSIVE PROMOTIONAL PRODUCTS, LLC

645 N. Rochester Road, Clawson, MI 48017.

Tel: (248) 589-3595 Toll Free: (877) 477-4799

Fax: (248) 589-1131 Email: sales@ippteam.com

Drawcord Backpack

3400

Material: 210 Denier, Heavy Duty

Dimensions: 14.75"W x 18"H

Available in Black, Red, Orange, Pink, Maroon,
Navy, Royal Blue, Gold, Green & Purple



IMPRESSIVE PROMOTIONAL PRODUCTS, LLC

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QUALIFICATION OF FIRM

Impressive Promotional Products has been doing business in Detroit and suburban areas in Sportswear & Apparels, Gifts, Novelties, Advertising Specialties and Promotional Products, since 1998.

Our customer base includes Government organizations, Schools, Not-for-profit organizations, Corporations & Healthcare facilities.

We understand that your needs are unique. We pay close attention to what you want and need from a Custom Screen Printing Provider:

We continually strive to excel in the categories that matter most to you, including:

- Availability – You can always count on Impressive Promo to have the best mix of products and services to get the job done and to have on hand when you need them.
- Accuracy – We consistently achieve a delivery accuracy rating of better than 99 percent, you can be sure we'll get it right the first time.
- Competitive Prices – Due to our smaller structure of organization, lower operating cost and preferred relationship with Industry suppliers, we are able to quote down to earth prices to you every day.

We will offer you:

- Personal attention
- Flexibility to best meet your needs
- Accurate product information to help you make informed choices
- Timely, reliable delivery to help you plan ahead
- Prompt service call response to minimize lost time and revenue
- Price quotations within eight business hours
- Overnight delivery via FedEx, UPS & Airborne

EXHIBIT B

Impressive Promo offers about 600,000 promotional products and has an instant access to the database of about 3800 Industry suppliers. The categories of promotional products are:

- Sportswear & Apparels
- Bags & Briefcases
- Beverage Accessories
- Business & Executive Accessories
- Clocks & Watches
- Computer Accessories
- Golf Accessories
- Magnets & Calendars
- Outdoor Accessories
- Writing Instruments

We also offer services of all kinds of imprinting methods, including:

- Screen Printing
- Embroidery
- Engraving
- Graphics
- Pad Printing
- Embossing

Our one main philosophy in mind – To provide our customers with competitive prices on small to large quantity without sacrificing Top Notch Customer Service.

Due to our in-house capabilities of printing and preferred relationship with suppliers, the average lead-time is less than two weeks.

Impressive Promo is a LLC headed by Mr. Shoeb Ali. The smaller structure of organization helps us to better understand the needs of our customers, communicate ideas effectively within the organization and lower operating cost resulting into a family of satisfied customers.

Impressive Promo is also a member of Advertising Specialty Institute (ASI) and SAGE, leading organizations in the promotional products industry. These memberships provide us the opportunity for Internet research and access database of about 3800+ suppliers in the industry.

EXHIBIT B

Our 3200 square foot facility in Clawson, Michigan can produce your custom promotional products & apparels quickly and at great savings. The facility is equipped with:

- One – 6 Color 8 Station Automatic Press
- One – 6 Color 4 Station Manual Press
- Two – 4 Color 4 Station Manual Press
- Two – 4 Color Manual Hat Press
- One – 2 Color Manual Number Press
- One – 2 Color Pad Printing Press
- One – Heat Transfer Press
- Fully Computerized Graphics

Given an opportunity, Impressive Promo promises to serve the City of Novi in promoting its various organizational initiatives with:

- Excellent Product Quality.
- Top Notch Customer Service.
- Competitive Pricing.
- Average Lead Time of 10 business days.

Impressive Promo will be proud to be included in your pool of vendors for Sportswear, Apparels & Promotional Products and will work honestly with the City in achieving its organizational goals.



PROJECT MANAGER EXPERIENCE & QUALIFICATION:

Mr. Shoeb Ali, Owner & CEO of Impressive Promotional Products will be the Project Manager for all your assignments.

Mr. Ali has been engaged in various functions of business for about 20 years. Since 1987, he has worked in the following areas:

- Sales & Marketing
- Purchasing & Contracts
- Accounting & Finance
- Internal & Operational Audits
- Cost Reduction & Profitability Studies
- Manuals, Internal Control & MIS Reports

Mr. Ali started his own business in Sportswear & Apparels, Gifts, Novelties and Promotional Products in August 1998 and since been involved with the needs of the Government, Corporate & Educational market. Our customer list includes about 200+ satisfied clients.

He believes and works hard to provide *Excellent Product Quality, Top Notch Service at Reasonable Pricing.*

Mr. Ali's Academic Achievements are:

- *MBA in General Business Management from Columbus College, Georgia in June 1995.*
- *CPA – Passed the Uniform CPA examination through Georgia State Board of Accountancy in May 1992.*
- *CA – Chartered Accountant from the Institute of Chartered Accountants of India in May 1987.*
- *BS – Bachelors degree with concentration in Financial Accounting and Auditing from the University of Bombay, India in April 1985.*

Finally with his knowledge and experience, Mr. Ali will effectively and efficiently assist the City in promoting its organizational initiatives.

EXHIBIT C

SHOEB ALI
35280 Valley Forge Dr.
Farmington Hills, MI 48331
Tel: (248) 488-0984

SUMMARY OF EXPERIENCE:

- Over 20 years of experience in various functional areas of business operations.
 - Developed interpersonal and communication skills, having dealt with a diversity of clients & staff members.
 - Experienced in the management of Novelty & Promotional Products business from product research and procurement to ultimate sale.
 - Extensive experience in reviewing financial statements, operational & internal audits, budget preparation and cost analysis.
 - Implemented financial plans and operations through account development and growth.
-

Employment History:

August, 1998 – Present

**Impressive Promotional Products, LLC
Clawson, Michigan.**

Position: Owner/CEO

- Coordinate operations, sales, procurement and production.
- Maintain overview of works-in-progress to produce efficiency.
- Provide/advice to personnel in designing materials to appropriately meet client needs.
- Act as liaison between clients and production/suppliers.
- Develop and maintain strong client and supplier relationship.
- Monitor job performance and selection of vendors & suppliers.
- Conduct product research and attend trade shows.

June, 1997 – August, 1998

**Henry Ford Health System
Detroit, Michigan.**

Position: Sr. Financial Analyst

- Compiled, prepared and analyzed annual Hospital Medicare, Medicaid and Blue Cross cost reports. Coordinated with third party payers for all reimbursement issues.

EXHIBIT C

February, 1993 – January, 1997

Allegheny Management Company
Fort Lauderdale, Florida

Position: Audit & Reimbursement Consultant

- Compiled, prepared and analyzed annual Home Care Medicare and Medicaid cost reports. Monitored periodic cost caps and therapy limits.
- Prepared periodic cash forecasts and assisted the clients in its annual financial analysis. Established and reviewed annual operating budgets.

August, 1987 – August, 1991

Aneja Associates
Bombay, India

Position: Management Consultant

- Conducted various internal/operational audits and investigation assignments.
- Performed cost reduction and profitability studies and designed accounting manuals and MIS reports.
- Established internal controls in accounting and operational functions.

EDUCATION/ACCREDITATION:

- **MBA** – Completed Masters in General Business Management from Columbus College, Georgia in June 1995.
- **CPA** – Passed the uniform CPA examination through Georgia State Board of Accountancy in May 1992.
- **CA** – Completed Chartered Accountancy from the Institute of Chartered Accountants of India in May 1987.
- **BS** – Completed Bachelors in Financial Accounting and Auditing from the University of Bombay, India in April 1985

REFERENCES AND FURTHER DATA ON REQUEST