

State of Washington Contracts & Procurement Division Department of Enterprise Services P.O. Box 41411 Olympia, WA 98504-1411	Contract No.:	03424
Hats Off T-Shirts & Engraving Inc. 8616 271 st NW Stanwood, WA 98292	Amendment No.:	1
	Effective Date:	November 1, 2025

**FIRST AMENDMENT
TO
CONTRACT No. 03424
UNIFORMS, CUSTOMIZATION AND ACCESSORIES**

This First Amendment ("Amendment") to Contract No. 03424 is made and entered into by and between the State of Washington acting by and through the Department of Enterprise Services, a Washington State governmental agency ("Enterprise Services") and Hats Off T-Shirts & Engraving, Inc., a Washington Corporation ("Contractor") and is dated as of November 1, 2025.

RECITALS

- A. Enterprise Services and Contractor (collectively the "Parties") entered into that certain Contract No. 03424 dated effective as of July 3, 2025 ("Contract").
- B. The Parties now desire to amend the Contract to add PVC Badges as a product item.
- C. The amendment set forth herein is within the scope of the Contract.

AGREEMENT

NOW THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the Parties hereby agree to amend the Contract, as previously amended, as follows:

1. **PRODUCT.** The Contract, Exhibit B Services and Customization is amended to add the following item.

Badges						
Item No.	Description	Price (ea)	Qty 1-12	Qty 13-24	Qty 25-36	Qty 37-48 Qty 48+
CST46	PVC Badges					To Be Quoted

2. **NO CHANGE OTHER THAN AMENDMENT.** Except as amended herein, the Contract is unaffected and remains in full force and effect.
3. **INTEGRATED AGREEMENT; MODIFICATION.** This Amendment constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations and representations. In the event of any conflict between this Amendment and the

Contract or any earlier amendment, this Amendment shall control and govern. This Amendment may not be modified except in writing signed by the Parties.

4. **AUTHORITY.** Each party to this Amendment, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Amendment and that its execution, delivery, and performance of this Amendment has been fully authorized and approved, and that no further approvals or consents are required to bind such party.
5. **ELECTRONIC SIGNATURES.** An electronic signature or electronic record of this Amendment or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Amendment or such other ancillary agreement for all purposes.
6. **COUNTERPARTS.** This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Amendment at different times and places by the parties shall not affect the validity thereof so long as all the parties hereto execute a counterpart of this Amendment.

EXECUTED AND EFFECTIVE as of the day and date first above written.

**HATS OFF T-SHIRTS & ENGRAVING INC.,
A WASHINGTON CORPORATION**

**STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES**

By: Cheryl Hicks
Name: Cheryl Hicks
Title: President
Date: 10/17/25

By: Shantel Wight
Name: Shantel Wight
Title: Procurement Supervisor
Date: 10/17/25

SERVICES AND CUSTOMIZATION

Services		
Item No.	Description	Price (ea)
SV1	INSTALL PATCH TO GARMENT	\$ 15.00
SV2	SEWING SERVICE - INSTALL PATCH TO GARMENT	\$ 15.00
SV3	BUTTON APPLICATION	\$ 5.00

Customization								
Item No.	Description	Price (ea)	Qty 1-12	Qty 13-24	Qty 25-36	Qty 37-48	Qty 48+	
CST1	JUMPSUIT HEAT PRESS	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	
CST2	1 LINE RIGHT CHEST EMBROIDERY	\$ 7.50	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	\$ 6.92	
CST3	2 LINE RIGHT CHEST EMBROIDERY	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	
CST4	REMOVE EXISTING/OLD PATCH	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	
CST5	INSTALL RADIO/MIC TAB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CST6	1 LINE EMBROIDERY - BALLCAPS	\$ 7.50	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	\$ 6.92	
CST7	EPAULET APPLICATION FUNCTIONAL	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	
CST8	1/2 INCH INITIALS EMBROIDERY	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	
CST9	2 LINE EMBROIDERY - BALLCAPS	\$ 7.35	\$ 7.35	\$ 7.20	\$ 7.06	\$ 6.92	\$ 6.78	
CST10	VELCRO HOOK - APPLIED	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	
CST11	EPAULET APPLICATION TAC DOWN	\$ 7.00	\$ 7.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	
CST12	POCKET FLAP REMOVAL	\$ 7.00	\$ 7.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	
CST13	POCKET FLAP APPLICATION	\$ 7.00	\$ 7.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	
CST14	REMOVE ZIPPERS	\$ 7.00	\$ 7.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	
CST15	2 LINE LEFT CHEST EMBROIDERY - GARMENTS/MONOGRAM	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	
CST16	1 LINE LEFT CHEST EMBROIDERY - GARMENTS/MONOGRAM	\$ 7.50	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	\$ 6.92	
CST17	BUTTON REMOVAL	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	
CST18	EPAULET REMOVAL	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	
CST19	VELCRO LOOP - APPLIED	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	
CST20	HEAT TRANSFER	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	
CST21	REMOVE BRAID FROM GARMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CST22	RETRO FIT TASER POCKET TO JUMPSUIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CST23	3 LINE RIGHT CHEST EMBROIDERY	\$ 10.54	\$ 10.54	\$ 10.32	\$ 10.12	\$ 9.92	\$ 9.72	
CST24	Add Mic/ Ear Piece Holes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CST25	REMOVE TASER POCKET FROM JUMPSUIT	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	
CST26	2 LINE CUSTOM TEXT EMBROIDERY	\$ 8.43	\$ 8.43	\$ 8.26	\$ 8.09	\$ 7.93	\$ 7.77	
CST27	SEW DOWN EPAULETS/PATCHES	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	

Silk Screen or Similar Process								
Item No.	Description	Price (ea)	Qty 1-12	Qty 13-24	Qty 25-36	Qty 37-48	Qty 48+	
CST28	Silk Screen Set up charge (per design - one time charge)	\$ 50.00						
CST29	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), Single Color	\$ 7.67	\$ 7.67	\$ 5.27	\$ 4.09	\$ 3.36	\$ 3.00	
CST30	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), 2 Colors	\$ 10.00	\$ 10.00	\$ 10.00	\$ 9.50	\$ 9.00	\$ 8.50	
CST31	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), 3 Colors	\$ 10.00	\$ 10.00	\$ 10.00	\$ 9.50	\$ 9.00	\$ 8.50	
CST32	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), 4 Colors	\$ 10.00	\$ 10.00	\$ 10.00	\$ 9.50	\$ 9.00	\$ 8.50	
CST33	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), 5 Colors	\$ 10.00	\$ 10.00	\$ 10.00	\$ 9.50	\$ 9.00	\$ 8.50	
CST34	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), Single Color	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST35	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), 2 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST36	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), 3 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST37	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), 4 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST38	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), 5 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST39	Silk Screen - Cap (Approx 3" x 5"), Single Color	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST40	Silk Screen - Cap (Approx 3" x 5"), 2 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST41	Silk Screen - Cap (Approx 3" x 5"), 3 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST42	Silk Screen - Cap (Approx 3" x 5"), 4 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	
CST43	Silk Screen - Cap (Approx 3" x 5"), 5 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75	

Signature: Cheryl Hicks
Cheryl Hicks [Oct 17, 2025 07:49:18 PDT]

Email: cheryl.hicks@hatsofflynden.com

Signature: Shantel Wight

Email: shantel.wight@des.wa.gov

Customization							
Item No.	Description	Price (ea)	Qty 1-12	Qty 13-24	Qty 25-36	Qty 37-48	Qty 48+
CST1	JUMPSUIT HEAT PRESS	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00
CST2	1 LINE RIGHT CHEST EMBROIDERY	\$ 7.50	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	\$ 6.92
CST3	2 LINE RIGHT CHEST EMBROIDERY	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06
CST4	REMOVE EXISTING/OLD PATCH	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
CST5	INSTALL RADIO/MIC TAB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CST6	1 LINE EMBROIDERY - BALLCAPS	\$ 7.50	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	\$ 6.92
CST7	EPAULET APPLICATION FUNCTIONAL	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06
CST8	1/2 INCH INITIALS EMBROIDERY	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
CST9	2 LINE EMBROIDERY - BALLCAPS	\$ 7.35	\$ 7.35	\$ 7.20	\$ 7.06	\$ 6.92	\$ 6.78
CST10	VELCRO HOOK - APPLIED	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00
CST11	EPAULET APPLICATION TAC DOWN	\$ 7.00	\$ 7.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06
CST12	POCKET FLAP REMOVAL	\$ 7.00	\$ 7.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06
CST13	POCKET FLAP APPLICATION	\$ 7.00	\$ 7.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06
CST14	REMOVE ZIPPERS	\$ 7.00	\$ 7.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06
CST15	2 LINE LEFT CHEST EMBROIDERY - GARMENTS/MONOGRAM	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06
CST16	1 LINE LEFT CHEST EMBROIDERY - GARMENTS/MONOGRAM	\$ 7.50	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06	\$ 6.92
CST17	BUTTON REMOVAL	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
CST18	EPAULET REMOVAL	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
CST19	VELCRO LOOP - APPLIED	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00
CST20	HEAT TRANSFER	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
CST21	REMOVE BRAID FROM GARMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CST22	RETRO FIT TASER POCKET TO JUMPSUIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CST23	3 LINE RIGHT CHEST EMBROIDERY	\$ 10.54	\$ 10.54	\$ 10.32	\$ 10.12	\$ 9.92	\$ 9.72
CST24	Add Mic/ Ear Piece Holes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CST25	REMOVE TASER POCKET FROM JUMPSUIT	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06
CST26	2 LINE CUSTOM TEXT EMBROIDERY	\$ 8.43	\$ 8.43	\$ 8.26	\$ 8.09	\$ 7.93	\$ 7.77
CST27	SEW DOWN EPAULETS/PATCHES	\$ 8.00	\$ 8.00	\$ 7.50	\$ 7.35	\$ 7.20	\$ 7.06

Silk Screen or Similar Process							
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CST28	Silk Screen Set up charge (per design - one time charge)	\$ 50.00					
CST29	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), Single Color	\$ 7.67	\$ 7.67	\$ 5.27	\$ 4.09	\$ 3.36	\$ 3.00
CST30	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), 2 Colors	\$ 10.00	\$ 10.00	\$ 10.00	\$ 9.50	\$ 9.00	\$ 8.50
CST31	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), 3 Colors	\$ 10.00	\$ 10.00	\$ 10.00	\$ 9.50	\$ 9.00	\$ 8.50
CST32	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), 4 Colors	\$ 10.00	\$ 10.00	\$ 10.00	\$ 9.50	\$ 9.00	\$ 8.50
CST33	Silk Screen - Shirt Full Front or Back (Approx 11" x 14"), 5 Colors	\$ 10.00	\$ 10.00	\$ 10.00	\$ 9.50	\$ 9.00	\$ 8.50
CST34	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), Single Color	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75
CST35	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), 2 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75
CST36	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), 3 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75
CST37	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), 4 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75
CST38	Silk Screen - Shirt L or R Chest (Approx 5" x 5"), 5 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75
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CST40	Silk Screen - Cap (Approx 3" x 5"), 2 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75
CST41	Silk Screen - Cap (Approx 3" x 5"), 3 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75
CST42	Silk Screen - Cap (Approx 3" x 5"), 4 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75
CST43	Silk Screen - Cap (Approx 3" x 5"), 5 Colors	\$ 5.75	\$ 5.75	\$ 3.95	\$ 3.07	\$ 2.52	\$ 1.75

Embroidery							
Item No.	Description	Price (ea)	Qty 1-12	Qty 13-24	Qty 25-36	Qty 37-48	Qty 48+
CST44	Embroidery Set up charge (per design - one time charge)	\$ 50.00					
CST45	Embroidery (any material, any location) - price per item, per 1,000 stitches	\$ 1.75	\$ 1.75	\$ 1.73	\$ 1.72	\$ 1.70	\$ 1.68

Badges							
Item No.	Description	Price (ea)	Qty 1-12	Qty 13-24	Qty 25-36	Qty 37-48	Qty 48+
CST46	PVC Badges	To Be Quoted					

03424 Hats Off T-Shirts Amd1

Final Audit Report

2025-10-17

Created:	2025-10-16
By:	Kathy Paterson (Kathy.Paterson@des.wa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAZB21GJwb8FD5LJX33Z1m75LiVA1eKUeY

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