



February 27, 2025

TO: All Prospective Proposers
FROM: Kim Albritton
Director Financial Operations
RE: ITB 25-13 Instructional Materials

ADDENDUM 1

This addendum is issued as a part of the aforementioned ITB. The changes incorporated herein are an amendment to and supersede those conditions shown in the original solicitation. The Proposer shall acknowledge receipt of this addendum by signing this form and returning with their submittal. Failure to do so may subject Proposer to disqualification.

Q1. What is the district's anticipated award date for this bid?

A1. May 2025

Q2. In your ITB document, you state that a successful Vendor proposal must offer a discount off of their published price. You also state that a Vendor must not have a minimum order size. We do not have a minimum order size, and we do offer a 5% discount off our published prices, but the 5% discount is only for orders over \$500. Would this meet your requirements?

A2. No, it must meet all of the listed requirements in ITB.

Q3. Can we submit a lists of brands with discount percentage?

A3. We prefer one percentage per catalog, but we will accept by brand.

Q4. Please advise if the instructional equipment includes special needs standers, gait trainers etc.

A4. No

Q5. Would Prekindergarten curriculum programs fall under this RFP?

A5. Not curriculum, but supplies, yes.

Q6. Does RFP Instructional Supplies and Equipment (Catalog Discounts) include educational software/subscriptions for student use?

A6. No

Q7. Is the district accepting proposals from vendors that can provide Educational software for student use?

A7. Not for this ITB.

Q8. Are online curriculum resources included in this bid?

A8. No.

Q9. Does this include instructional materials for Languages Other Than English?

A9. Yes, it can.

Q10. Page 12 states that we need to provide a list of references along with our bid, as well as a list of relevant projects completed within the last three years that are similar in magnitude to the ITB. Is this list of references separate from the one requested on Form E? Form E specifies that references should be from the past five years.

A10. No the references can be the same.

Q11. Additionally, are you looking for references from districts/partners to which we have supplied instructional supplies/materials, or should they be references from districts/partners for which we have provided a catalog of services?

A11. It can be either.

Q12. Does St. Lucie County Schools participate in the Buyboard purchasing cooperative? If we are already an approved vendor on Buyboard, do we need to respond to Bid 26-03? If we need to respond to the bid solicitation, are there any benefits available to bid vendors, such as bid vendors receiving priority over co-op vendors?

A12. We do participate. The decision to respond is up to the vendor. We do prioritize our awarded bids over cooperatives.

****** ITB DUE DATE IS: March 12, 2025- 3:00 P.M... ******

Name (Please Print)

Company Name

Signature (Authorized Representative of Company)

Date

Failure to file a protest within the time prescribed in s. 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes. (Note: Florida Statutes 120.57(3) and School Board Policy 6326 contains the entire procedure for filing).

