

Addendum #2

Bid #17-063KN-RA Books for Story Time in the Park

Written Response to Questions

February 10, 2017

The following additions/changes/deletions shall be made and incorporated in the subject bid document:

Question 1: Are the additional books or substitutes in lieu of the titles in the 8 categories?

Answer 1: Yes, if a title listed under the 8 categories is not available, one from the substitutes/additional books will be chosen.

Question 2: Are these additional books or substitutes for the titles in the 8 categories?

Answer 2: Yes. If a title listed under the 8 categories is not available, one from the substitutes/additional books will be chosen. We may also purchase some (but not all) of the substitutes/additional books to distribute.

Question 3: Will the district accept a different format of the ISBN for the book provided? Example: If an ISBN is listed for paperback, will the district accept a hardcover or prebound formation if the requested format is not available?

Answer 3: Possibly. Please note the preferred format is paperback. Cost will dictate if we can purchase a different format if paperback is unavailable.

Question 4: Upon award of the contract when can the supplier be provided a purchase order?

Answer 4: Once pricing agreement/contracts are signed and returned, the requesting department will be notified that they may begin placing orders. They will enter requisitions in Lawson and then it will go through the approval process (please allow a few weeks for this process). Once it reaches the procurement office the buyer will, if approved, send an approved PO to the vendor. At this point, the order can be fulfilled.

Question 5: In the substitutions/additional titles section, the title listed is *Chester's Masterpiece* but the ISBN provided is linked to *Chester*. Which title is preferred?

Answer 5: *Chester's Masterpiece*

All other terms and conditions remain unchanged.

NOTE: FAILURE TO SIGN AND SUBMIT THIS ADDENDUM WITH YOUR BID PACKAGE MAY CAUSE YOUR BID TO BE REJECTED.


Krystal Nicole Marquez, Junior Buyer

ACKNOWLEDGED BY:

NAME OF PERSON SIGNING ADDENDUM (Please Print)

SIGNATURE

DATE

COMPANY NAME (Please Print)