

**ADDENDUM NUMBER 2
 BID NUMBER IFB 20-006**

**SCHOOL SUPPLY KITS FOR STUDENTS AND TEACHERS
 2020/2021 SCHOOL YEAR**

ISSUED: March 13, 2020

PURCHASING DEPARTMENT
 UNIFIED SCHOOL DISTRICT 500
 2010 N. 59th STREET, ROOM 370
 KANSAS CITY, KANSAS 66104
 (913) 551-3200

Note the following changes to the above-mentioned bid. This information is to be taken into consideration when responding to the original bid document.

1. Response to Bidder Question:

1	Your bid asked for clear packaging for the kits. Do you normally receive them in a clear bag? Can you please let me know what type of packaging is best for you?
KCKPS	This is the first year the District is purchasing student and teacher supply kits. The requirement for clear packaging is so that we can determine the individual kit is complete. Packaging can be a large ziplock type bag, see through plastic wrapped tray-type box, or the like.
2	I did go through your website and looked for information on previous years bid and did not see where it was awarded. Can you provide us with that information?
KCKPS	This is the first year the District has issued this bid for Student and Teacher Supply Kits.
3	The 3-5 and 6-8 lists asked for a Sharpie highlighter #32318, that is a Bic part #. Would you like a Sharpie or Bic brand?
KCKPS	Please bid as specified with the part number as the preference. Substitutes for the part should be submitted as a separate alternate bid. Please Note: Where a requirement does not agree with the part number, please submit as an alternate. List the request as "unfillable as specified" on the primary bid submitted that is to be in accordance with the specifications.
4	On all the list, 4 Oz Elmer's glue item #E301 is requested. The correct item # for that is E304. E301 is a 1.25 oz glue bottle. I am pretty sure that the E304 is the glue that is correct (but I don't want to assume anything since items are specific)
KCKPS	E304 is the preference
5	Fiskar scissor part number listed is: 94167797. The part number from the factory is 94167097J. This is a blunt kid scissors.
KCKPS	Submit as 94167097J
6	Crayola Crayons (24 count) the part number listed is 5203024. The part number from the factory is 32-3024.
KCKPS	Submit as 32-3024
7	Elmer's School Glue, washable 4oz. The part number listed is E301(This glue is a 1.25 oz. The part number from the factory is E304 for a 4 oz glue bottle.
KCKPS	See response to Question 4 above.
8	Avery 1" view binders, the part number listed is 0331. This is a part # for a non-view binder. The part # of a white view binder is 05711.
KCKPS	Submit as 05711
9	Crayola Markers 8 count the part # listed is 52008. That number is for 8 count crayons. The part # for markers is 52-7708.

KCKPS	Submit as 52-7708
10	Sharpie, Tank style Chisel tip Multicolor. The part # is 32318. The number is not for Sharpie. That is a Bic part number. Can you tell me which one is preferred?
KCKPS	See the response for Question 3 above.
11	Dry erase markers does not have a specific part #. The one list is not a proper one from the factory. A 4 count Expo is 80074
KCKPS	Submit as 80074
12	Elmer's glue-4oz was asked for, but the Mfg. # was a 1.25oz - what size would you like?
KCKPS	See response to Question 4 above.
13	Clorox wipes - you asked for 225ct/3pk - would you accept a 110ct/6pk?
KCKPS	Submit as requested. You may submit alternates on a separate bid.
14	Sentence strips - You did not specify white or colored? (We offer white in our brand.)
KCKPS	White is the preference.
15	Avery Binders - are you ok with us using the [our] brand? They are going to be just as good if not better. Also – do you have a color preference on those binders for each grouping?
KCKPS	Submit as requested. You may submit alternates on a separate bid.
16	Sharpie tank style highlighters - Dozen was asked for, are you ok with 2/6packs to make dozen or just quote the 6pk?
KCKPS	Submit as requested. You may submit alternates on a separate bid.
17	Dry erase markers 4 pack EP#800721- this is coming up as a kit. Are you looking for just the 4 pack markers in a black or asst. red, green, blue black pack and chisel or fine tip?
KCKPS	Just looking for 4 packs. Chisel tip.
18	Ticonderoga pencils and ball point pens - will you accept boxes of 12? (pencils were asked for 24 pk and pens were 10)
KCKPS	Submit as requested. You may submit alternates on a separate bid.
19	Avery divider tabs, write on- if we can get [our brand] in an 8 tab, would you accept the School Smart brand?
KCKPS	Submit as requested. You may submit alternates on a separate bid.
20	Special Conditions Section 7 Liquidated Damages – Could you please provide additional detail around this point? For example, will this be for calendar day by school, by kit?
KCKPS	Liquidated Damages would be assessed by calendar day.
21	Special Conditions Section 5 Delivery Schedule – What is the expectation around lead time for extra kits?
KCKPS	Not to exceed 4 weeks.
22	School Locations Page 15 -Could you please provide information or estimated information as to how many of each grade/teacher kit will need to be delivered to each school? -Could you please provide additional information on inside delivery requirements?
KCKPS	For calculation of number of teacher kits, See Solicitation under header Specifications, I, A, 5 (Page 11 of 17); Inside delivery means up to 75' inside the delivery doors of the school. Delivery trucks should be equipped with a lift gate, pallet jack, and labor sufficient to move the pallets/boxes from the truck to the dock holding area or hallway of the building without expectation of assistance from District personnel.

2. **Change to Bid Schedule:** Due to uncertainty of the District schedule during the week of March 16, 2020, the bid due date for this solicitation is hereby extended to **March 26, 2020 at 2:00 PM**. Bids will be opened and read aloud on that date at that time.

3. No Other Changes: No other changes or modification are intended by this Addendum. All other terms and conditions of the solicitation remain in effect.

WE HEREBY ACKNOWLEDGE AND UNDERSTAND THE ABOVE NOTED CHANGES TO THE ORIGINAL BID DOCUMENT AND AGREE TO FURNISH THE ITEMS ON WHICH PRICES ARE QUOTED IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS AND AMENDMENTS.

BY: _____ DATE: _____
TITLE: _____ PHONE: _____
FIRM _____