

HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 Hickory Valley Road
Chattanooga, TN 37421
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Email: doe_purchasing@hcde.org

Posted Date: April 6, 2023

Solicitation No.: Bid 24-01

Solicitation Name: Contracts for Instructional, Library Materials, & Supplies

Subject: Addendum Number 1

The following represents clarification, additions, deletions, and/or modifications to the above referenced bid. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged, including the response date. Words, phrases, or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded phrases or sentences represent additions to the original solicitation.

1. ATTACHMENT: NONE

2. QUESTIONS/ANSWERS

1.	Are Special Education Curriculum materials included with this RFP?
Answer	YES – HCS is authorized to purchase Special Education Curriculum under this Agreement.
2.	Does this opportunity include online only instructional programs? Or are you only looking for tangible instructional materials at this time?
Answer	Preference under this Agreement is for the sourcing of tangible instructional materials. Online items are requested to be bid under Bid 24-06, Computer Software (Instructional). However, digital instructional materials are authorized for purchase under this (24-01) Agreement as well.
3.	Are all 34 pages required to be returned (including the funding provisions pages) and included in the flash drive?
Answer	Vendor submission must include all required forms. Informational pages are not required as part of the submission.
4.	Does Bid 24-01 Instructional, Library Materials, and Supplies include prekindergarten curriculum programs and materials?
Answer	Yes.
5.	Regarding notary requirements- Is it necessary to have all 3 affidavits notarized?
Answer	Notary is requested where indicated/present on forms.
6.	Is the “Drug-Free Workplace” affidavit required to be notarized by a TN notary?

Answer	The Drug-Free Workplace affidavit is not required for non-construction related services. However, the Drug-Free Workplace affidavit is encouraged to be completed by all bidders where feasible and applicable.
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7.	Last year an Addendum was issued that allowed vendors to mark the Drug Free Workplace affidavit as Not Applicable if a firm was not in construction. Does that still apply this year?
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Answer	Yes. See question and answer 6.
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8.	Please advise if an out of state bidder needs to have a Hamilton County Business License Number.
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Answer	Where this business license requirements applies to the proposing entity such license number is requested to be listed at this location. Please see the following webpage for additional information. https://www.countyclerkanytime.com/business.aspx
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9.	Will you accept digital signatures on the bid documents for 24-01 Instructional Library Bid?
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Answer	Yes.
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10.	We would like to verify that Infobase Digital Resources - Streaming Video, Research Databases, General Reference Databases, and eBooks – are acceptable. Is the district accepting digital resources as part of this BID?
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Answer	See question and answer number 2.
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BIDDER/PROPOSER IS ADVISED, YOU ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WHEN SUBMITTING A BID/PROPOSAL. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE BIDDER/PROPOSER BEING CONSIDERED NON-RESPONSIVE.

ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENTS ARE AND SHALL REMAIN THE SAME.

Leah Batten

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