

ADDENDUM 1

March 20, 2018

**SPRING BRANCH INDEPENDENT SCHOOL DISTRICT**

Scott R. Muri, Ed.D. Superintendent of Schools

**PURCHASING DEPARTMENT**

1031 Witte Road, Building T-1A, Houston, Texas 77055-6016

Phone 713/251-1100 Fax 713/251-1115

**FINAL**

DATE: March 20, 2018

**BARBARA A. ROBILLARD**

Director of Purchasing and Contracts

**NOTICE TO OFFERORS**

ADDENDUM TO REQUEST FOR PROPOSAL

DATE: March 20, 2018

This Addendum forms a part of and modifies the original Proposal Document, issued by the Spring Branch Independent School District.

Invitation to Proposal entitled: **ANNUAL CONTRACT FOR PROFESSIONAL DEVELOPMENT SERVICES 8.0 #11237-2MAY**

Please make the following additions, revisions, and/or deletions to the Proposal Document:

The offeror shall acknowledge receipt of this addendum on the Proposal Form.

**See Revisions, Questions, and Answers below.**

## QUESTIONS AND ANSWERS

**Question #1:** The RFP states: "An original and two (2) copies of the Proposal, on flash drive, typewritten or printed/written in ink, must be submitted." To confirm, does this mean the District requests one original hard copy plus 2 electronic copies on two separate flash drives?

**Answer #1:** Yes, SBISD would like an original document that can be typewritten or printed/written in ink and two additional copies to be submitted on 2 separate flash drives.

**Question #2:** Per page 23, do vendors need to provide evidence of general liability insurance worth \$500,000?

**Answer #2:** Yes, general liability insurance is required to provide coverage for vendor responsible accidents/ incidents while on SBISD property.

**Question #3:** Per page 23, do vendors need to provide evidence of auto liability of \$500,000 if the meetings are on SBISD property?

**Answer #3:** Yes, auto liability insurance is required to provide coverage for vendors while driving on SBISD property.

**Question #4:** Per page 34, do vendors need to write a narrative addressing everything under 9.6.0?

**Answer #4:** Yes, if applicable.

**Question #5:** Per page 37, do vendors need to provide a narrative addressing the science information and Instructional Strategies...under 9.13.0?

**Answer #5:** Yes, if applicable.