



**SPRING BRANCH INDEPENDENT SCHOOL DISTRICT**

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

**PURCHASING DEPARTMENT**

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Director of Purchasing Services

# NOTICE TO OFFERORS

## ADDENDA TO COMPETITIVE SEALED PROPOSAL

DATE: August 22, 2018

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

Invitation to Proposal entitled: **ACF PROFESSIONAL DEVELOPMENT SERVICES 9.0**

Proposal Opening Date & Time: **August 29, 2018 @ 10:00 AM**

ADDENDA NO. 2

PROPOSAL NO. 11237-2OCT

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

**See Question and Answer below**

The offeror shall acknowledge receipt of this ADDENDA in the Proposal Form.

## QUESTIONS AND ANSWERS

### **Question #1:**

If multiple vendors are selected to participate, how are services secured by the school?

### **Answer #1:**

Contract information is posted on SBISD's internal Purchasing website to be accessed and selected by District Personnel.

### **Question #2:**

Does the district publish a "menu of services" from which schools may select?

### **Answer #2:**

Yes, information regarding services provided by awarded vendors is posted internally for District Personnel Review.

### **Question #3:**

Is it the responsibility of each vendor to visit the participating schools to secure the services?

### **Answer #3:**

Contract information is posted on SBISD's internal Purchasing website to be accessed and selected by District Personnel. All questions and inquiries should be directed to Purchasing.

### **Question #4:**

Does each school receive an allocation for the provision of services or is the size and scope and cost of each activity determined by the district?

### **Answer #4:**

Each campus Principal and Department Director has an allocation and authority for the provision of these services. The size and scope will not be determined by the District on an as needed basis.

### **Question #5:**

What was the allocation for this program in 2017-2018?

### **Answer #5:**

Information pertaining to the 2017-2018 allocation of all board approved contracts may be found under Board of Trustees, Agenda Meetings, at:

[www.springbranchisd.com](http://www.springbranchisd.com)

**Question #6:**

How many schools are anticipated to participate in 2018-2019?

**Answer #6:**

This is a districtwide contract. However, please see section 4.6.0 of the CSP,

**NO GUARANTEE OF QUANTITIES**

SBISD makes no guarantee or commitment of any kind concerning quantities that will actually be purchased under this CSP and the resulting contract, if any. SBISD makes no guarantee or commitment of any kind regarding usage of any contracts resulting from this CSP.

**Question #7:**

At the pre-bid meeting, it was indicated that vendors are needed to provide service in areas not offered by current vendors or resources. Sections 2.1 thru 2.4 of the RFP list numerous areas of interest needed for the district's professional development model in 2018-2019. Please specify the specific areas in sections 2.1-2.4 that are needed to be addressed by this contract.

**Answer #7:**

Please refer to the Specifications and Proposal Form located in sections 7.0 and 9.0.

**End of Addenda No. 2**