

**ItB ADDENDUM #1**  
 Date of Addendum: 7/13/20

**NOTICE TO ALL POTENTIAL RESPONDENTS**

The Invitation to Bid (ItB) is modified as set forth in this Addendum. The original ItB Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the ItB. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

**PROPOSAL SUBMITTAL DEADLINE**

The Proposal submittal deadline remains the same and is not changed by this Addendum.

**1.0 – Invitation to Bid**

Item	Section	Description of Change
1.1	2.	“Desk shields must have a center panel at least 24”W x 15.5”H...” <b>changed to</b> “Desk shields must have a center panel at least 24”W x 23.5”H...”

**2.0 – QUESTIONS AND ANSWERS**

The following questions and answers are provided as a matter of information to clarify issues raised about the ItB. To the extent that changes to the ItB are required based on the questions received, the ItB has been modified as noted above in the ItB section of this Addendum.

Item	Questions and Answers
2.1	<p><u>Question:</u>                      Can we submit a quote via email?</p> <p><u>Answer:</u>                      As outlined in the Invitation, all submissions must be submitted in a sealed envelope.</p>
2.2	<p><u>Question:</u>                      Do you anticipate extending the bid due date?</p> <p><u>Answer:</u>                      Our bid date is set with the understanding that items need to be manufactured and shipped by August 17<sup>th</sup>. With this consideration, it is not our intent to extend the bid date at this time.</p>

Item	
2.3	<p><u>Question:</u></p> <p>What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid? Is this to be quoted under CT State Contract?</p> <p><u>Answer:</u></p> <p>Additional details are outlined in the answers below.</p> <p>Our Policy outlines our bid procedure, and can be found here: <a href="http://z2policy.cabe.org/cabe/Z2Browser2.html?showset=killingly">http://z2policy.cabe.org/cabe/Z2Browser2.html?showset=killingly</a></p>
Item	
2.4	<p><u>Question:</u></p> <p>Other than your own website, where was this bid posted?</p> <p><u>Answer:</u></p> <p>Bids are posted on our website and on the CT DAS (Department of Administrative Services) web page here : <a href="https://biznet.ct.gov/SCP_Search/Default.aspx?AccLast=2">https://biznet.ct.gov/SCP_Search/Default.aspx?AccLast=2</a></p>
Item	
2.5	<p><u>Question:</u></p> <p>Is this a deliver only – or do the screens need to be installed on the desks? Are the shields to be clamped on both student’s and teacher’s desks, or merely to sit on top?</p> <p><u>Answer:</u></p> <p>The shields will not be mounted or clamped. Our intent is to have portable lightweight shields that are able to travel with a student or teacher throughout the building.</p>
Item	
2.6	<p><u>Question:</u></p> <p>What is the size of the student desks that the shields are to be attached to the sides and front?</p> <p><u>Answer:</u></p> <p>The shields should rest on top of a student desk and be free standing. The standard size of a student desk is 18”X 24”</p>

Item	
2.7	<p><u>Question:</u></p> <p><b>PLEASE note correction in height of student units:</b> What is the maximum width that can used for the side screens? Is the height a minimum of 15.5" or 13"h on the center panel?</p> <p><u>Answer:</u></p> <p>The recommended size of the center panel is set at</p> <ul style="list-style-type: none"><li>• STUDENT SIZE 24W BY 23.5H</li><li>• STAFF SIZE 24W BY 32H</li></ul> <p>These sizes were set considering the following factors: An adult sitting at a desk will have a forehead approximately 21 inches, this height will be required for safety. 23.5" allows a single cut from a 4'x8' sheet. Screens which fit a 24" x 18" student desk will be considered, if they are close to the specifications above.</p>
Item	
2.8	<p><u>Question:</u></p> <p>What is the size of the teacher desks that the shields are to be attached to the sides and front? What is the maximum width that can used for the side screens? Is the height a minimum of 32" or 24"h on the center panel?</p> <p><u>Answer:</u></p> <p>As noted above the recommended size of the center panel is set at</p> <ul style="list-style-type: none"><li>• STUDENT SIZE 24W BY 23.5H</li><li>• STAFF SIZE 24W BY 32H</li></ul> <p>The size of the side screens is set so that the product can fold flat.</p>
Item	
2.9	<p><u>Question:</u></p> <p>Is Corrugated Plastic a requirement? Would another product suffice in place of corrugated plastic? Given all measurements/thickness requirements are still met as stated on the bid. Are the corrugated plastic and 0.020PETG materials required or are substitute materials acceptable?</p> <p><u>Answer:</u></p> <p>Corrugated plastic and 0.020PETG were listed in the bid because the weight of corrugated plastic makes the screens portable, lightweight and easy to clean. Any substitution would have to be identified in the bid, and would need to match specifications for durability and weight. The product should be designed to stand up to rigorous use and yet easy to clean and store.</p>

Item	
2.10	<p><u>Question:</u></p> <p>Please advise what screen mounting method is requested?</p> <p><u>Answer:</u></p> <p>The clear screen can be secured in many different ways. The product should be designed to stand up to rigorous use and yet easy to clean and store.</p>

**END OF ADDENDUM**