



**ROCKFORD BOARD OF EDUCATION  
REQUEST FOR PROPOSAL ON SUPPLIES, MATERIALS, EQUIPMENT OR  
SERVICES FOR SCHOOL DISTRICT NO. 205  
ROCKFORD, ILLINOIS**

**RFP No. 21-05 Administration Building A/V Upgrades**

**DATE: November 5, 2020**

**RE: ADDENDUM NO. 2**

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To All Bidders:

Included are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

**If you plan to hand deliver your RFP submission on the due date, please note you must check in on the 2nd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.**

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Director of Purchasing by email at [purchasingdeptstaff@rps205.com](mailto:purchasingdeptstaff@rps205.com).

**MODIFICATIONS**

Please note the following date changes:

Bid Opening is now scheduled for November 17, 2020.

Last RFI will be accepted until November 10, 2020.

Last addendum will be issued by November 12, 2020

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood  
Director of Purchasing

## PRE-BID CONFERENCE OPENING STATEMENT - REVISED

Welcome to the mandatory pre-bid conference for RFP 21-05 Administration Building A/V Upgrades for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addenda published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for November 17, 2020 at 2:00 pm Rockford Board of Education, 6th floor Conference Room. Late bids will not be accepted. Faxed or emailed bids will not be accepted.
- Board Approval November 24, 2020.
- Bid RFI Procedures - All written correspondence during the bid process **MUST** be sent to Dane Youngblood, Director of Purchasing, via email at [PurchasingDeptStaff@rps205.com](mailto:PurchasingDeptStaff@rps205.com). Last RFI will be accepted until November 10, 2020 at 12 pm. Last addendum will be issued by November 12, 2020 at 4:30 pm.
- Addenda will be emailed to all attendees at the pre-bid conference, posted on the RPS website and Demand Star.
- PLEASE reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive.



PRE-BID MEETING SIGN-IN SHEET  
 RFP 21-05 Administration Building AV Upgrades

PLEASE WRITE EMAIL ADDRESS SO THAT IT IS LEGIBLE IN ORDER TO RECEIVE ADDENDUM INFORMATION

	Printed Name	Company Name	Company Address	Telephone	E-mail
1	Brent Hayes	Svt Productions	311 East state cherry Valley	415 715-1278	brent@svt-productions.net
2	Tyler Thurland	Pentegra Systems	780 W. Belden Ave Suite A Addison	630 659 7676	Thurland@pentegrasystems.com
3	Frank Ginnelli	Media Resources, Inc.	1989 University In Unit C Lake, IL 60582	630-878-9700	DAVID@mymediaresources.com
4	Keat Prehn	Applied Communications	1015 Lunt Ave Schaumburg IL	630-529-1020	MYADMIN@getacg.com
5	Jose Marquez	Innovative AV Systems	909 S. IL RT633 Suite 105 Elmhurst, IL 60124	630-835-7980	jmarqueze@auschicago.com
6	Robert Anderson	Video and Sound Service, Inc.	40 W. Lake St. North Lake, IL	773 301-5612	<del>Robert@videosoundinc.com</del> randerson@videosoundinc.com
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