

**Addendum #1**  
**RFP #20-12-230 STEM Kits**  
**Questions and Answers**

1. We can create individual packets for each child, or we can create carts on rollers for multiple children for each school to have access to all the stored components for teachers to have students create their kits (over 15,000 components and definitely more options). Storage seems to be the biggest need in schools that we have partnered with and they like the carts that hold the trays of supplies. The carts would include the curriculum and videos for over 40 activities that are specifically tied to the standards in the RFP and extension activities. We are more than happy to bid for both options. However, if students are virtual and need individual, pre-packaged kits, we will not plan to cart idea for each school. Can you clarify if schools wish to have the STEM kits already prepared, or if they prefer to have it all in one cart per school to help with storage? There is a substantial price difference and time commitment to building the individual kits is the main reason I am asking for clarification.  
**Please provide a proposal for the individual kits. Due to restrictions related to COVID-19, students are still learning virtually**
2. Are Kits for Class (30 Students) or per student?  
**Each individual student will need their own kit. Please provide a STEM Kit proposal in a “per student” format**
3. If class kits – will students work in teams? Teams of 2, 3, or 4?  
**The proposal is not for “class kits”. Each individual student will need their own kit. Please provide a STEM Kit proposal in the “per student” format**
4. Multiple books or select one? What is preferred? We can submit for all books.  
**Proposed Stem Kits must incorporate all four (4) books listed in the Specifications section of the RFP (page 15). We will issue addendum #2 to this RFP to correct the language that currently reads “The activity must connect with at least one of these books:”( #1, page 15). The update will reflect the requirement that the kits must incorporate all four (4) book titles.**
5. What is the expected delivery date? Jan/Feb?  
**We are looking for the books to be delivered in February 2021, or early March 2021 at the latest.**
6. What is the contract period?  
**For now, this is a one-time purchase; but the project may be continued depending on funding. The team is planning for another purchase of stem books and kits for a summer 2021 program. RFPs for both will be issued (for the program) during the spring 2021.**
7. Ordering Date (Delivery 4-6 weeks ARO?)  
**We are looking for the books to be delivered in February 2021, or early March 2021 at the latest. Of course, the Wayne RESA team will work with the awarded supplier in the case of delays due to the COVID-19 pandemic.**

8. Purchase Order from individual school district/building? Or Wayne RESA?  
Upon award and RESA's board of education approval, Wayne RESA will provide the awarded supplier with one (1) purchase order (for the STEM Kits) and the addresses to the schools where kits are to be mailed.
9. Proposal submittal is it by email only or are hard copies required? Page 4 says proposals by email only and page 6 says proposals addressed to.  
Wayne RESA is only accepting emailed submissions due to restrictions related to COVID-19 (our building is currently closed to the public, so in-person deliveries are not allowed). Also, Wayne RESA will be closed December 22, 2020 through January 1, 2021; and staff will be unavailable to receive mailed proposals.  
**Please note that Attachments #4 and #5 must be notarized**
10. Is it 2,600 total kits of any one of the titles or 2,600 kits of each of the 4 titles  
Please submit a proposal for 2,600 kits that incorporates **at least** one (1) activity for all four (4) book titles. Suppliers can propose more than one (1) activity per book; however, **the minimum requirement is one (1) activity for each book.**
11. We are working on a response for the bid mentioned above. I wanted to verify that this should be an electronic submission only. Also, will you accept electronic signatures? You don't want anything mailed into you?  
Wayne RESA is only accepting emailed submissions due to restrictions related to COVID-19 (our building is currently closed to the public, so in-person deliveries are not allowed). Also, Wayne RESA will be closed December 22, 2020 through January 1, 2021; and staff will be unavailable to receive mailed proposals.  
Signatures can be electronic; **however, please note that Attachments #4 and #5 must be notarized**