



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

IFB No.        **IFB No. 21-48 Cleaning & Sanitation Services for Student Chromebooks & iPads**

DATE:         **June 1, 2021**

RE:            **ADDENDUM NO. 1**

---

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 IFB 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).

ROCKFORD BOARD OF EDUCATION

**Clarification**

Attached are questions and answers to date for the above referenced bid.

By: Dane Youngblood  
Director of Purchasing

## IFB No. 21-48 Cleaning & Sanitation Services for Student Chromebooks & iPads

### Addendum One

#### 1. Certified Cleared Employee List

**Is there a required agency to be used for background checks? (Criminal Records Checks and fingerprinting)** There is no prescribed agency that is required to be used.

3.2.1.1. Visually Inspect Chromebooks & iPads for significant damage: missing/damaged keys, cracked cases, cracked screen.

**What shall be the remedy when such items are found?** Items that are visually damaged shall be placed aside in an area designated "Damaged". RPS205 will process repairs for these. Damaged devices do not need to be sanitized.

**Will replacement cases be available and will technicians have that as part of their responsibility?**

There will be cases available. An RPS205 IT technician will be on site to assist for anything that may need only a replacement protective case.

3.2.1.2. Scan the barcode of the device into Follett Destiny Resource Manager

**Will Virtucom be given access to this database or will this RPS205 staff be available? I assume we will have access.** The vendor will be given access to the Database. A demonstration/training will occur on the first day as part of the orientation.

3.2.1.3. RPS205 staff to provide instructions.

**Will this staff be available throughout the operation at each location and who will be the POC?**

RPS205 staff will be available throughout the duration of the project. The IT Field Supervisors (2 of them) will be the POCs. Upon award, we will provide names and contact information.

3.3.1. Devices will be centrally stationed at each location for the contractor to perform cleaning and disinfecting. The chart provided in Attachment A identifies the approximate number of Chromebooks and iPads the contractor can expect on site at each location.

**Although the devices will be centrally located, is that the space to be used for conduct of the operation or will they have to be moved? and if not will there be a space identified for the purposes of the operation?** The consolidated location at each building will be used to conduct the operation. Devices need not be moved.