

The Purpose of this Addendum is to provide questions and responses for the above RFP.

1. Is being an MWBE vendor a requirement for this project?
No. All vendors who feel they can meet the scope and specifications listed within the RFP are encouraged to respond to this RFP.
2. How do we note a "N/A" response to items not pertaining to our offerings in a Y/N item line?
Respond with a No (N).
3. How do we note a "No Bid" response to items not pertaining to our offerings on a pricing line? **"No Bid" MUST be entered as 0.01 for each Price Schedule line item.**
4. Can we provide a link to our catalog and provide a discount?
As indicated in the issued RFP on page 19 & 20, *Is your Catalog/Price List available via the internet or catalog? If yes, please indicate the website address. If none, please enter N/A (not applicable). If providing a catalog discount, the vendor must provide their catalog link on the contract and their entire catalog in an Excel spreadsheet format to include the item number, description, and pricing as this information will be locked in for the duration of the RFP term. Options to increase/change pricing may be considered after the initial 3 year term. Solicitation responses including a catalog or website pricing and a catalog discount of greater than zero, (e.g., of 5% discount) must include the embedded Excel file "UNSPSC_CODES" within the Punch Out Process form attached to this solicitation.*
5. I'm already a vendor with the district and we are currently awarded on a different RFP. Should I make a BID for this RFP as well? What is the benefit?
RFP awards are specific to the scope and specification within the awarded document. Vendors previously awarded on Dallas ISD RFPs 206975 Staff and Student Incentives, Awards, and Decorative Items and/or 207367 Staff and Student Incentives, Awards, and Decorative Items (Supplemental) who provide trophies, plaques, awards, and promotional items are encouraged to respond to this solicitation. RFPs 206975 & 207367 will not be renewed.
6. In the 100-point scoring rubric on page 29, are there minimum score thresholds for qualification/acceptance?
No. That determination will be made by the Evaluation Committee.
7. I am unable to locate the Conflict of Interest Questionnaire using the link provided in the RFP on page 15 of 38. Can you please provide this as an attachment to an email? **Please note the RFP document must be downloaded first. Then select the link from within the downloaded file.**
<https://www.dallasisd.org/departments/procurement/doing-business-with-dallas-isd/conflict-of-interest-ciq>
8. I have received your email with the guidelines relating to submitting the RFP response online, but I think I need to speak with someone at DISD tech support for this. Could you please provide the contact information for this appropriate person? **All questions or requests are to be submitted, in writing, to the Buyer listed within the RFP document, KenBanks@Dallasisd.org.**

9. Can you provide quantity estimates for all the items requested?
The quantities have been specified as "EACH" unless otherwise indicated.
10. Can you provide photos of what is currently being offered?
We are unable to provide photos.
11. If you have already submitted a MANUAL response, please be aware that you must also sign, date, and submit this addendum to be considered a complete submission. **Non-receipt of any of the attachments including the Addendum, W9, MWBE Form will be deemed a noncompliant bid and will not be considered for award.**
12. Can you please clarify the intended outcome of this RFP? Will approved vendor(s) be awarded a specific contract amount? Will individual schools be deciding which product(s) to purchase?
This RFP will be awarded to multiple vendors for districtwide use as needed.
12. Sub-contractors: We are a digital learning platform, so no subcontractors will need to be hired to complete the product if awarded. We use service operational contracts that apply to all customers (not just Dallas ISD), such as AWS cloud hosting. Would that service be considered a sub-contractor?
Digital learning platforms are not a part of the scope and specifications of RFP KB-207826.
13. Does Dallas ISD expect attachments that describe our digital learning platform or a URL, for example, to see the product explanation on our website? (How will the reviewers know the difference between programs other than the price?)
Digital learning platforms are not a part of the scope and specifications of RFP KB-207826
14. On the catalog percentage discount on the pricing sheets, if we are going with straight price and no catalog discount, do we leave that section blank, or add \$0.01? Also, just to confirm, we must only complete the unit price section on the price list, all other columns can remain blank, correct? **If there is no discount, please indicate zero discount as \$0.01 on the catalog percentage discount line item. Yes, you will complete the unit price section on the price schedule line items, all other columns can remain blank.**
15. **Please make sure that if you intend to submit a bid response to this RFP that you REGISTER on our Vendor Registration Site as it makes take several days to review and get approved as a vendor. You want to make sure that once the RFP has closed, your submission is acceptable for admission.**



The information in this Addendum is hereby incorporated and made part of any contract awarded pursuant to this solicitation.

Please sign this addendum and submit along with your copies of the proposal. ALL OTHER PROVISIONS, AND OTHER TERMS AND CONDITIONS REMAIN UNCHANGED. BIDDERS ARE REQUIRED TO ACKNOWLEDGE AND RETURN/SUBMIT A COPY OF THIS ADDENDUM WITH THEIR PROPOSAL.

Company Name:	_____	Submitter's Name/Title:	_____
Address:	_____	City, State and Zip Code:	_____
Email Address:	_____		
Submitter's Signature:	_____	Telephone No.	_____
Fax No.	_____	800 # (if available)	_____
Date:	_____		

END OF ADDENDUM