

The Purpose of this Addendum is to provide questions and responses and extend the due date for **RFP EN-207877 Professional Interior and Exterior Painting Services**.

New Due Date:
Thursday, February 13, 2025 P.M. CST

1. What is the payment schedule for contractors? (Net 30, Net 60, etc.) - **DISD's standard payment terms are Net 30 days, meaning payment is due 30 days after receipt of a valid invoice.**
2. How will DISD process payments? (Direct deposit, check, invoicing system?) Are there any payment retention policies? (Will a portion of the payment be withheld until final approval?) - **DISD processes payments via direct deposit or check through its invoicing system, and in some cases, a portion of the payment may be withheld until final project approval, depending on contract terms.**
3. What is the process for submitting invoices, and what documentation is required? - **Invoices must be submitted to the Accounts Payable department. Each invoice should reference the corresponding purchase order number and include detailed descriptions of the services or goods provided. Additional documentation may be required as specified in the contract.**
4. Are there any penalties for late completion, and how are they enforced? – **Yes, If the response is not received by 2:00 p.m. on the closing date of the rfp the vendor will not be considered.**
5. Does DISD offer any financial assistance or early payment incentives for small businesses? – **No**
6. Are there any warranty or maintenance requirements for completed work?- **At least one year warranty on work completed**
7. Will DISD provide materials, or is the contractor responsible for sourcing all materials? - **Depending on the project, either DISD or the contractor may be responsible for sourcing materials. This will be specified in the contract.**
8. Are there specific quality control or inspection procedures we need to follow? - **DISD may require walkthroughs before and after project completion to ensure quality standards are met.**
9. Who will be the primary point of contact for project oversight and approvals? - **The person that requests the quote from the vendor will be the point of contact and provide project specifications, quote, and or PO.**
10. What insurance coverage is required for painting contracts? (General liability, worker's comp, bonding?) - **Contractors are generally required to carry appropriate insurance coverage, including general liability and workers' compensation. Specific insurance requirements will be detailed in the contract.**
11. Are there specific safety regulations we must follow beyond OSHA guidelines? - **Contractors must adhere to all applicable safety regulations, including OSHA guidelines. Additional safety requirements may be specified by DISD.**
12. Do workers need background checks or special clearances to work inside schools? - **Contractors working on school property may be required to undergo background checks or obtain special clearances.**
13. Are there any diversity or small business requirements we should be aware of? - **DISD encourages participation from diverse and small business. Please complete the attached M/WBE packet attached to the RFP.**
14. Are we responsible for securing our own lifts, scaffolding, and equipment, or will DISD provide any support? – **Yes, vendors are responsible for securing their own lifts, scaffolding, and equipment.**

15. Will DISD provide storage space for materials and equipment, or must we transport them daily?
– **DISD does not provide storage space for materials, the vendor must transport all equipment and materials daily.**
16. Are there specific hours when work must be performed to avoid disrupting school operations? -
Yes. Work must be completed after school hours or when school is not in session.
17. What security procedures must we follow while working on school property? - **Badging is required, No smoking on Dallas ISD property, No arrangements with any campus staff, No communication with students or teachers, Always sign in at the front office for site walks with Dallas ISD staff.**
18. What is the expected contract duration—one-time, annual, or multi-year agreements? **3 Years**
19. Will DISD offer additional projects if we successfully complete this contract? - **DISD posts upcoming projects and bid opportunities on their website. All vendors are encouraged to regularly check for new opportunities.**
20. Are there preferred vendor lists, and how do we become a long-term vendor for DISD? – **No, DISD maintains a list of registered vendors. To become an awarded vendor, businesses should register via iSupplier and comply with DISD's procurement procedures.**
21. How are performance reviews conducted for contractors, and how can we ensure renewal? - **The end user is responsible for monitoring contractor performance, as they interact directly with the vendor. If issues arise, they must be documented via email; without proper documentation of poor performance, termination or non-renewal cannot be justified.**
22. Can we submit change orders if additional work is required after the contract is awarded? -
Change orders are rare. We have not had to approve one, as they are more common in large-scale trade construction projects.
23. Does DISD provide networking or business development opportunities for vendors? - **No**
24. Can we request a walkthrough of facilities before finalizing our pricing? – **Yes, this is part of the process**
25. What is the process if we need to subcontract certain aspects of the job? - **Some vendors may use subcontractors to meet M/WBE (Minority/Women-Owned Business Enterprise) requirements. However, we primarily work with turnkey contractors through our vendors.**
26. If our company is MWBE certified. Are we still required to complete section 3(MWBE references) section 4.,5, 6, 7,9 and section A?- **Yes**
27. Is the RFP also inclusive of concrete repairs noted on page 10 of 50? - **No. Painters do not do concrete repairs.**
28. On page 7 are we required to provide a test sample to the paint coordinator prior to each project, inclusive of the paint regulations noted on pg 7-9? - **Yes**
29. Regarding price schedule is the request under item 1.01 requesting per sqft in the unit price box?- **Yes**
30. When submitting the response for the bid do we use the price list or an invoice- **Price List and send catalog for any additional prices that are not on the price list**
31. Are there any upcoming projects outside of this RFP that we should be aware of? – **All current or upcoming opportunities on the Procurement website:
www.dallasisd.org/departments/procurement/doing-business-with-dallas-isd**



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