**Shawnee Mission School District**
**RFP 26-007 – Information Technology (IT) Asset Disposal Services**
**April 6, 2026**

**Addendum No. 3**

The following response addresses question(s) submitted by vendor(s) on April 6, 2026; responses to the question(s) are indicated in **bold**. If you feel that a question has not been addressed, please contact Reed Beebe at purchasing@smsd.org as soon as possible.

1. Could you please clarify the submission process for Public Purchase? Specifically, does the bid upload and submission procedure begin only after the vendor registration is completed?

   **As outlined in the RFP's Attachment E (pages 17 and 18), vendors wanting to submit bids/proposals via Public Purchase will need to follow a two-step registration process. First, a vendor must register with Public Purchase; then, a vendor must register with the Shawnee Mission School District via Public Purchase.**

   **Also, as outlined in Attachment E, if you need any assistance with the Public Purchase registration process, you may email support@publicpurchase.com or use their Live Chat during business hours, which can be found on the upper left corner of the Public Purchase website.**

   **As an alternative to using Public Purchase, vendors may submit hard copies of their proposals to the District as outlined the "Submission of Proposal" section of the RFP.**

**End of Addendum No. 3**