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June 17, 2022

ADDENDUM NO. 1
RFP NO. 22-07
CLEANING SUPPLIES, EQUIPMENT AND CUSTODIAL RELATED PRODUCTS, SERVICE
AND SOLUTIONS

NOTICE TO ALL BIDDERS

This Addendum is attached to and made a part of the above-entitled specifications for Fresno Unified School District with a scheduled bid opening on June 29, 2022 prior to 2:01 P.M. All changes and/or clarifications will appear in **bold** type and deletions will be struck out in revised sentences.

Incorporate the following into your bid response.

1. REFERENCE: QUESTIONS, RESPONSE, AND CLARIFICATIONS

Q1. Will DocuSign be acceptable for signatures?

A1: Yes, electronic signature will be accepted.

Q2. Pricing list - Does it have to include vendor's list/catalog price as they change frequently and discount off catalog? Will a sell price be acceptable?

A2: Yes, vendor must include the list price and the percent discount.

Reference Proposal Contents Pricing, page 14

In addition, suppliers shall provide pricing based on a discount from a manufacturer's price list or vendor catalog and title the pdf Exhibit 1 (see below items to be included). Prices listed will be used to establish the extent of a manufacturer's product lines, services, warranties, etc. that are available from Supplier and the pricing per item. Multiple percentage discounts are acceptable, if where different percentage discounts apply, different percentages are specified. Additional pricing and/or discounts may be included. The discount proposed shall remain the same throughout the term of the contract and at all renewal options. At a minimum, the Contractor must hold the proposed price list firm for the first 12 months after the contract award.

Reference Section 3. Scope of Work, page 11

The contract term shall be for a 3-year term. Pricing will be fixed for the first 12-months with an option to increase/decrease pricing annually. Written requests for price adjustments must be received in Fresno Unified Purchasing Department prior to 90-calendar days of Board award anniversary date.

Q3. Appendix - 2 Attachment 1. If we are an Omnia Partner do we need to complete this section?

A3: Yes. Pursuant to page 2 of the RFP, Section I. RFP INSTRUCTIONS, and page 15, Section V., National Contract, each proposer will include their detailed response to Appendix 2, Attachment 1, OMNIA Partners Response for National Cooperative Contract.

Q4. Under Exhibit G, it lists out required forms that should be submitted with the offeror's response to the RFP. DOC #2 Non-Collusion Affidavit has the domicile identified in the State of New Jersey. Our signatory and notary do not reside in the State of New Jersey. Will you accept a notary and signature on the non-collusion affidavit from another state?

A4: Exhibit G, Doc #2 Non-Collusion Affidavit may be revised for the State and County of residence for the signatory.

Q5. Given the RFP is due on 7/1, but the expected contract start date is 9/1, is the requirement for pricing to be fixed for the first 12 months starting on 7/1?

A5: The RFP due date is 06/29/2022. The pricing would go into effect once the contract is Board approved. Pricing would be held one year from that date.

Instructions:

- Entire addendum may be downloaded from in the DISTRICT's online bidding portal Procureware. <https://fresnousdpurchasing.procureware.com/home>
- Acknowledge receipt and understanding of this addendum under the required acknowledgements section of the response form on the Procureware portal.



Marisa Thibodeaux
Buyer III