



## **ADDENDUM #1**

### **RFB #054-09-04-19 CERTAIN CUSTODIAL SUPPLIES**

**April 3, 2019**

It is the prospective Bidder's responsibility to read the entire bid and all appendices and to respond to all requirements completely. All other terms and conditions shall remain the same.

All prospective Bidders should acknowledge receipt of this Addendum by signing this document where noted and return it with the bid submission. Failure to acknowledge receipt of this Addendum may result in a rejection of bid.

#### **QUESTIONS & ANSWERS**

1. **QUESTION:** Based upon previous history, how often are orders placed for the trash cans/waste baskets and gloves? Monthly, quarterly, annually, other?

**ANSWER:** Items are ordered on an "as-needed" basis. Garbage cans/waste baskets are typically ordered 1-2 times per year. Gloves are typically ordered 2-4 times per year.

2. **QUESTION:** When an order is placed, what is an approximate case size order [regarding the trash cans/waste baskets and gloves]?

**ANSWER:** Order quantities vary based on need.

3. **QUESTION:** Based upon previous history, has this bid been awarded to one vendor or multiple vendors, line by line, by group/category, or other?

**ANSWER:** Previous bids for Certain Custodial Supplies have been awarded on a line-by-line basis. It is the intention of WCSD to award this bid (RFB #054-09-04-19) on a line-by-line basis.

4. **QUESTION:** Are samples required for either the gloves or the trash cans/waste baskets?

**ANSWER:** Samples are not required for the gloves or the trash cans/waste baskets.

5. **QUESTION:** Regarding the Stock # (listed on the bid sheet that we will hand in), would that be our internal part number?

**ANSWER:** The Stock # should be the Manufacturer Part Number specific to each line item.



6. **QUESTION:** What is the length of the bid? Price quoted would be for entire length of the bid?

**ANSWER:** As stated in Section 30, the initial contract term of this RFB will be two (2) years, with three (3) optional one (1) year renewals, providing the terms and conditions remain unchanged. Prices shall not increase during the initial contract term. After the initial contract term, a price adjustment may be reviewed/authorized (refer to Section 22 of the RFB for more information).

7. **QUESTION:** We are considering sending a bid for 054-09-04-19. Regarding the Public Disclosure Form, we can reply to the best of our knowledge but it will be impossible to poll our entire workforce (1000+ employees). Would a bid response requesting an exception to this form stating that we are responding and signing that to the best of our knowledge, no relationships exist be considered? We could certainly gain responses from those certain employees who will be directly handling the bid and any subsequent award.

**ANSWER:** Please disclose personal relationships, partnerships, correlations, and relatives between WCSD and your company's principals and key personnel who will be handling the bid and award. The Public Disclosure Form does not need to include employees who will not be involved in the bid/award.

8. **QUESTION:** Due to the part # and/or description our supplier carries does not match the listed items in the RFB 054-09-04-19, can we submit for review alternate items with current data sheets?

**ANSWER:** WCSD is not accepting alternatives for items that indicate "No Substitutes." For all other items, alternative items may be bid.

9. **QUESTION:** Item 24 specs Golden Star PM-524F. The part number is the Central Sanitary part number for the Golden Star item. Golden Star item number is FQC24. If we bid it as FQC24, will we be thrown out because it is a No Substitute?

**ANSWER:** Both the Golden Start part number (FQC24) and the Central Sanitary part number (PM-524F) will be accepted for Item 24.

10. **QUESTION:** For Item #39, what color garbage can are you requiring?

**ANSWER:** Gray.

11. **QUESTION:** Can you please verify the 3M Item # for Item #53 is 3M 6472 instead of 6572?

**ANSWER:** The correct number for Item 53 is 3M 6472.

12. **QUESTION:** I wanted to confirm that a 25% Bid Bond and a 5% Surety Bond should be included with this bid?



**Washoe County School District**

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**ANSWER:** As noted on the first page of the solicitation document, there are no surety requirements (e.g., Bid Bond and Surety Bond) for RFB #054-09-04-19.

**13. QUESTION:** Is this all or nothing bid?

**ANSWER:** Refer to Answer 3 above.

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**ACKNOWLEDGEMENT OF RECEIPT**

PRINT NAME: (Authorized Bidder)

SIGNATURE: (Authorized Bidder)

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\_\_\_\_\_

AGENCY NAME:

DATE:

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