



**REQUEST FOR PROPOSAL  
RFP 2010-001**

**ADDENDUM NO. 1**

To: Prospective Bidders

From: John N. Tortelli  
Cooperative Educational Services

Date: December 22, 2009

CES has received the following questions regarding RFP 2010-001 either by mail, e-mail, fax or from the. Please accept the following as responses to the questions submitted.

**Submitted by:** Tammy Huerena  
School Equipment, Inc.

**Question 1:**

The following questions relate to CES website.

- A. The website indicates the RFP due date is 1/8/10 and the documents state 1/15/10 - please clarify.

**Response 1:**

The CES Website has been changed to reflect the correct due date of January 15, 2010.

**Question 2:**

The bonding capacity on page 25 item 8a states the offeror must have a capacity of at least \$5,000,000 if proposing to all regions. This amount seem high as a requirement for category 3 Shade Structures. The prior proposal in 2007 required \$2,000,000 or \$250,000 per region, which seems more appropriate. Would CES consider revising the requirement to \$2,000,000 instead of \$5,000,000?

**Background:**

8. Offeror must have a bonding capacity of:
  - a. At least Five Million Dollars (\$5,000,000), where applicable, if proposing to offer its' products and/or services to seven (7) to eight (8) of the CES procurement regions; or

- b. At least Two Million Five Hundred Thousand Dollars (\$2,500,000) where applicable, if proposing to offer its' products and/or services to four (4) to six (6) CES procurement regions; or
- c. A least One Million Five Hundred Thousand Dollars (\$1,500,000) where applicable, if proposing to offer its' products and/or services to two (2) to three (3) CES procurement regions; or
- d. At least Two Hundred Fifty Thousand Dollars (\$250,000) where applicable, if proposing to offer its' products and/or services to a single CES procurement region.

**Response 2:**

CES has changed the bonding capacity requirements to the following for all categories:

- At least two Million Dollars (\$2,000,000), where applicable, if proposing to offer its' products and/or services to seven (7) to eight (8) of the CES procurement regions; or
- b. At least One Million Two Hundred Fifty Thousand Dollars (\$1,250,000) where applicable, if proposing to offer its' products and/or services to four (4) to six (6) CES procurement regions; or
- c. A least Seven Hundred Fifty Thousand Dollars (\$750,000) where applicable, if proposing to offer its' products and/or services to two (2) to three (3) CES procurement regions; or
- d. At least Two Hundred Fifty Thousand Dollars (\$250,000) where applicable, if proposing to offer its' products and/or services to a single CES procurement region.

**Question 3:**

On Form D: Indefinite Quantity; Do we need to enter the list price of every shade structure/canopy on the sheet or can we submit the manufacturer's retail price list electronically?

**Response 3:**

Each category and lot has a separate form D that are provided as Microsoft Excel spreadsheets and are as follows:

- A. D-1-1 Category 1 Lot 1: Price Sheet
- B. D-1-2 Category 1 Lot 2: Price Sheet
- C. D-2-1 Category 2 Lot 1: Price Sheet
- D. D-2-2 Category 2 Lot 2: Price Sheet
- E. D-3 Category 3: Price Sheet
- F. D-4 Category 4: Price Sheet
- G. D-5 Category 5: Price Sheet

These sheets have mandatory pricing information that needs to be submitted. Due to the variety of products and services, a proposer can provide their manufactures price list in electronic format only. A proposer will need to indentify in their cost proposal if they will only be submitting their price list electronically.

**Submitted by:** Rudy Valenzuela.  
HomePro, Inc.

**Question 4:**

RFP 2010-001 indicates a bid bond of 25K is required for a responsive proposal. If we opt to apply for more than one category and lot, do we need a bid bond for each or will one bid bond cover all categories/lots?

**Response 4:**

A single \$25,000 bid bond will cover all categories and regions a bidder will be submitting a proposal for.

If you have any questions regarding this Addendum, please contact my office at 505-344-5470.

By dating, signing, and returning this page, the Offeror acknowledges receipt of Addendum No.1  
**(Please place behind Tab 1 of your response).**

Date: \_\_\_\_\_ Company Name (Print): \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_