



# THE SCHOOL DISTRICT OF LEE COUNTY

---

## PROCUREMENT SERVICES DEPARTMENT

*Jim Carrasco, Procurement Coordinator*

### ADDENDUM TO CONTRACT DOCUMENTS

#### ADDENDUM NO.: 2

PROJECT NAME: ITB No. B207382JC – Paper products for District Warehouse Operations (DWO)

DATE OF ISSUE: September 25, 2020

---

The following information shall be included in the ITB documents and is hereby made part of the contract documents in the form of clarification, addition, deletion or revision to the contract specifications.

---

#### Bidders' questions/issues and District answers:

Q1. Are locations equipped with a loading dock & forklift?

**A1. The District warehouse does have a loading dock and forklifts. None of the schools have a loading dock or a forklift.**

Q2. When delivering to individual schools, would once a month be acceptable?

**A2. No, the schools don't have the room for the storage of the products. Orders will be for delivery on the average every two weeks.**

Q3. Will a bid for only the DWO delivery option be considered?

**A3. Yes, you can submit for the DWO delivery only.**

Q4. There are 2 delivery locations on this bid. One states DWO, which is your warehouse. The other is for all the school locations in Lee County that will need their own separate deliveries?

**A4. Yes, each school will place their own orders on a as needed basis.**

Q5. Will you wave the notary requirement until award has been given? Would you accept DocuSign after award?

**A5. The District accepts the DocuSign.**

Q6. If dispensers are required will the district install?

**A6. No dispensers are required on this bid.**

Q7. Is this a line item bid?

**A7. YES.**

**REMINDER: BID is due by 2:00 PM, October 8, 2020. See page 16 for bid submittal information.**

There are no other changes at this time. Please acknowledge this addendum via Attachment D, Addenda Acknowledgement Form, in your submittal.

***Thank you for your interest in The School District of Lee County.***

**Jim Carrasco – Procurement Agent**

2855 COLONIAL BLVD. • FORT MYERS, FLORIDA 33966-1012 • PHONE (239) 337-8123 • FAX (239) 337-8200  
JimC@leeschools.net