



PROCUREMENT SERVICES

ADDENDUM TO CONTRACT DOCUMENTS

ADDENDUM NO.: 2

PROJECT NAME: ITN No. N197368ES – Printing Services

DATE OF ISSUE: October 28, 2019

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

Proposer' questions/issues and District answers:

Addition to the specifications of this ITN:

- Q1. Can you please point out the specific line item on your pricing spreadsheet that refers to student planners?
- A1. The District does not have a specific line for Student Planners. Orders will vary per school. Pricing will be determined based on number of copies, size, type and color of paper, type of print (black & white or color), stapling, binding, thickness of planner, etc.**
- Q2. Also, if we have been a vendor in the past, do you still need me to fill out this entire form every year?
- A2. ALL items on page 1 (Required Submittal Checklist) must be submitted to be considered for an award. Please see page 15, section 5 for the Contract Terms.**

TIMELINE UPDATES.....

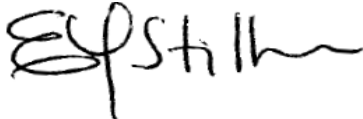
The Evaluation Committee will meet on Friday, November 15, 2019 from 10:00 AM until 2:00 PM at 2855 Colonial Blvd., Fort Myers, FL 33966, to review and score the written proposals.

Optional interviews will be Friday, November 22, 2019.

REMINDER: All proposals and client references (3) must be submitted to The School Board of Lee County, Department of Procurement Services, 2855 Colonial Boulevard, Fort Myers, Florida, 33966-1012, **no later than 2:00 p.m. local time on November 7, 2019** and plainly marked **ITN No. N197368ES**. **Proposals are due and will be opened at this time.**

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.

A handwritten signature in black ink, appearing to read 'E Stiller', with a stylized flourish at the end.

***Edith Stiller,
Procurement Agent***