



# PROCUREMENT SERVICES

## ADDENDUM TO CONTRACT DOCUMENTS

ADDENDUM NO.: 2

PROJECT NAME: ITN No. N207389DG – E-Rate Consulting Services

DATE OF ISSUE: October 30, 2020

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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 contract specifications.

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### Proposers' questions/issues and District answers (District answers are italicized):

Q1. Please confirm a Bid Bond is NOT required.

**A1. *A bid bond is NOT required.***

Q2. Please confirm a Performance Bond is NOT required.

**A2. *A Performance Bond is NOT required.***

Q3. Task 1, item c, states: "Review and provide assistance with developing, monitoring and evaluating Invitations To Negotiate (ITNs), competitive solicitations, or contract documents to ensure compliance with E-Rate requirements." Are ITNs a requirement of Lee County procurement rules? If yes, when are they required?

**A3. *ITNs are required when an existing contract (or extension) is about to expire, or when a need is identified.***

Q4. The Required Submittal Checklist clearly states the requirement for manual signature. The Public Entity Crimes Form clearly requires notarized signature. Besides these two specific manual signature requirements, are there any other forms/requirements that must have an original signature? Will a digital picture of the authorized signature be acceptable for all other signatures?

**A4. *Item 1 of the General Conditions, titled Sealed Proposal Requirements, states: "The "Invitation to Negotiate" sheet must be completed, signed, and returned with each proposal. Proposers must submit one original, manually signed proposal signed by a representative authorized to legally bind the Proposer to the provisions herein".***

***Item 4 of the General Conditions, titled Proposal Submittal, states: Proposal Submittal: All proposals shall be typewritten or filled in with pen and ink. Proposals having erasure or corrections must be initialed by the Proposer in ink. All proposals must be signed in ink by an officer or employee having authority to legally bind the Proposer.***

Q5. Will the Charter Schools remain separate from the School District in the application process with the FCC's new rules regarding the financial status of Charter Schools?

**A5. *Yes.***



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- Q6. As the District historically has not applied for Category 2 services every funding year, will the District accept alternative pricing such as one fee for Category 1 Services and a second fee for Category 2 Services charged only in years the District is seeking Category 2 funding?
- A6. *The District seeks comprehensive pricing as indicated on the response sheet. Responding vendors should assume the District will seek CAT1 and CAT2 funding each year District is eligible.***
- Q7. Does the District anticipate moving to Dark Fiber, or other self-managed WAN in the next five years? (470 indicates sticking with current configuration increase bandwidth)
- A7. *The District is exploring dark fiber/self-managed options but has made no decision to proceed.***

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.***

**Doug Gupton**  
**Procurement Agent**