



# PROCUREMENT SERVICES

## ADDENDUM TO CONTRACT DOCUMENTS

ADDENDUM NO.: 1

PROJECT NAME: ITB B217411JA – Cafeteria Disposables for District Warehouse Operations (DWO)

DATE OF ISSUE: January 3, 2022

---

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.

---

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

Q1. As we are trying to avoid exposure to COVID, which is on the rise, can notarized papers be put on hold for the time being?

*A1. We cannot waive notarized papers. However, we do accept electronically notarized documents. On June 7, 2019, HB 409 "Electronic Legal Documents" was signed into law ([Chapter 2019-71, Laws of Florida](#)). This law is in effect as of January 1, 2020. Additionally, [1N-7001, Florida Administrative Code](#) outlines the duties and responsibilities of online notaries as well as the procedures for applying. This law authorizes Florida notaries to perform online remote notarizations after the completion of an application and training requirements.*

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.***

**Joni Al-Shabibi**  
**Procurement Agent**