



Serving all or part of:
 Palatine • Rolling Meadows • Inverness
 Arlington Heights • Hoffman Estates
 Schaumburg • South Barrington

Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center
 580 North First Bank Drive
 Palatine, IL 60067

Michael M. Adamczyk
 Assistant Superintendent for Business and Auxiliary Services

(847) 963-3032 • Fax (847) 963-3061
 www.ccsd15.net



September 19, 2013

Notice to Respondents – Addendum to BID #14-008 Custodial Cleaning Supplies, dated September 17, 2013

ADDENDUM ONE

Community Consolidated School District 15 has an addendum regarding Bid #14-008 Custodial Cleaning Supplies dated September 17, 2013. We are changing the specification to the line item as listed below:

NO.	DESCRIPTION	UNIT OF MEASURE	QTY	SPECIFICATIONS	UNIT	TOTAL
7.	Microfiber Cleaning System Damp Mop	Package	24	Rubbermaid #FGQ4100, 18" Microfiber Damp Mop (12/pk), <u>Blue</u> . NO SUBSTITUTES		

Indicated below are inquiries from various vendors regarding the Bid and the district’s responses. The addendum is posted for the benefit of all participating parties.

The following questions were submitted. Questions and responses are as follows:

A. 9/17/13 3:23 P.M.

1. How long will prices have to be set for?

Pricing must be guaranteed from the Bid until **June 30, 2014**. The amounts listed in the **Qty** column are the estimated quantities needed for the school year from July 1, 2013 to June 30, 2014. There may be additional purchases during the course of the 2013 – 2014 school year. The amounts of additional purchases, if needed, will be determined during the course of the year.

2. Will this be one shipment to Rolling Meadows, or multiple shipments over time?

There will be one shipment for the initial purchase order delivered to the Central Distribution Warehouse. As per General Conditions #10, Delivery will be made to Central Distribution Center, 1001 Rohlwing Road, Rolling Meadows, IL 60008, Please call ERNIE BAEZ, 847-963-3959, 24 HOURS BEFORE DELIVERY IS MADE. For Vendors awarded multiple items under the bid, items should be shipped together in one complete shipment. If multiple shipments are needed, Vendors must contact Ernie Baez 48 hours before initial delivery is made to determine when additional deliveries may be made at Ernie’s convenience. Any additional expenses incurred as a result of multiple shipments are the responsibility of the Vendor.

E-mail inquiries September 17, 2013

Some questions were duplicates; therefore only appropriate responses will be posted here. Any content referring to Vendors/Manufacturers has been removed to ensure confidentiality.



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9/17/13

Vendor Questions

1. If we are the current vendor for an item that requires samples, do we still have to submit samples?
2. Does the vendor have to bid on all items or can vendor bid on only a few?
3. What is the pricing that is associated with the previous bid award?
4. Chemicals Item #16 Hand Soap: Please verify the correct amount for the bid; 1,000 cases with 3 bottles per case, or 1,000 bottles (333 cases)?
5. Item #27 Paper Bath Tissue: 5400 is not green certified. I believe Item 54900 is green certified. Please clarify.

CCSD15 Answers

1. For those items that require samples, all suppliers must submit samples. Per Exhibit "A", Samples must be provided for all products marked with an *. Paper towel samples must be a complete roll - clearly marked. All samples must be received by bid due date to be considered for evaluation of bid.
2. It is not an all-or-nothing bid. Vendors may submit pricing for any number of items on the bid.
3. The information regarding the previous bid is on our website www.ccsd15.net. Click on the For Community/Visitors link. You will find it under Bid/Requests for Proposals 2012-2013. Click on Agenda No. 12-1025 for a recap of last year's pricing.
4. Regarding Exhibit "A" Custodial Cleaning Supplies, Chemicals, page 5 Item #16, the correct amount is 1,000 cases with 3 bottles per case for a total of 3,000 bottles of GoJo® Green Seal Foam Hand Soap, #5165-03 **(Green Seal Certified), NO SUBSTITUTES**
5. The correct specification is Ecosoft Universal Bath Tissue **54000**, 500 sheets per roll, 96 roll per case, Sheet size 4" x 3-3/4", Weight: 32.00 Green Seal Certified NO SUBSTITUTES.

It is the vendor's responsibility to check web site www.CCSD15.net to see if any additional addenda are issued regarding this bid. Addenda may be issued until 24 hours before bid due date.

Addendum #1 must be signed and included in the proposal.

Acknowledgement by:

Company: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Signature: _____