



Columbia High School Band Uniforms Request for Proposal Addendum

This addendum to the Columbia High School Band Uniform RFP issued December 21, 2017 and due to the District on January 23, 2018 is intended to provide clarification on RFP procedures and specifications, and may supersede portions of the original RFP as noted. Any and all portions of that original RFP not explicitly modified herein shall remain in effect.

Re: Clarification of sample uniform requirements

1/9/2018

Q: Are you expecting an exact prototype of our design for the bid opening on the 23rd? We did a couple revisions for you, but I don't recall that you settled on a design.

A: For the purposes of the proposal opening and evaluation, we are requiring only a basic mock up sample of the uniform type being proposed by the company. We do not need, at that time, a full and complete uniform as proposed. We wish to examine each respondent's particular construction methods and materials as part of the evaluation process. We will require a full and complete sample of the proposed uniform prior to issuing a purchase order. We have left it to the discretion of the respondent as to whether they choose to provide a full and complete uniform in lieu of the basic mock up uniform. We do reserve the right to take apart the provided sample as part of our examination.

With regard to the issue of revisions and particular uniforms preferred, please contact Paul McEntee (pmcentee@nsd131.org) directly and promptly for direction.

This clarification applies to General Bid Conditions and Requirements Sections 12 and 13.

Re: Bidding legal requirements related to cost

1/9/2018

Q: I've been told that if quotes are under \$100,000 that you are not really required to go through the formal bidding process. Does it follow that you can buy from any company you want as long as the total price is under \$100,000?

A: Nampa School District is considered a Political Subdivision under State of Idaho Procurement laws, and is subject to Title 67, Chapter 28 of Idaho Code (§67-2801 through §67-2809). These codes were most recently amended in 2017, with July 1, 2017 as the effective date of amendment.

This code section establishes a bright line of \$100,000 as the total cost point at which we must use a formal bid or RFP process, which includes sealed bidder submissions and public advertising. It also establishes a bright line of \$50,000 total cost point at which we must pursue quotes from a minimum of three qualified bidders. Based on prior experience, we expect this project to land in the cost range \$50,000 - \$100,000. Though the "formal" process is only legally required at the \$100,000 threshold, we treat these proposals as sealed submissions, and they will not be opened until the submission deadline. We have not publicly advertised the Request for Proposal, and have sought out proposals from at least the minimum three required under this code section.

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Our evaluation of submitted proposals will consider multiple factors, including design, construction, and price. The RFP process under the cited code sections allow for considerations other than price in formulating a purchase decision. Price will be a significant factor, but is not the sole driver of the award recommendation.

This is information only and does not alter any conditions or requirements of the Request for Proposals.

This addendum was last updated January 9, 2018.

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