

SOUTHERN EDUCATIONAL SERVICES COOPERATIVE

RPF# SESC-VIRTSCH-001

ADDENDUM #1

The purpose of Addendum #1 to RFP# SESC-VIRTSCH-001 is to clarify conflicting dates and missing information in the original bid document.

2.0 Schedule

2.1

Schedule:

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|-------------------------------------|-------------------|
| - Issuance of Request for Proposals | May 18, 2021 |
| - Questions from Proposer | May 18-25, 2021 |
| - Issuance of Addendums (as needed) | As needed |
| - Proposals Due / Proposal Opening | May 27, 2021 |
| - Recommendation(s) / Review(s) | May 28 – 30, 2021 |
| - Board Approval | May 31, 2021 |
| - Anticipated Contract Start Date | June 1, 2021 |
| - Anticipated Contract End Date | June 30, 2024 |

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- 5.2 In order to maintain a fair and impartial competitive process, SESC staff will not communicate with any Proposer regarding this RFP once distributed. All questions and inquiries must be submitted via email no later than May 25, 2021 at 9am. Questions must be submitted via email addressed to: Jason Butcher – jbutcher@wvesc.org

6.6 SERVICES –

6.6.1 Project Management and Logistics - Describe the project flow from award to installation. Include the step-by-step process that your firm uses to manage projects of this nature and the oversight tools available to SESC.

6.6.2 Installation Processes - Provide a summary of the firm's standard delivery and installation process, including the methods used to place the correct item in the correct place.

6.6.3 Design Capabilities – Describe your design capabilities. Include if you have designers in-house or if you subcontract. Identify what deliverables are available to SESC.

6.6.4 Professional Educational Services - Describe your capacity to provide professional educational services that assist teachers in meeting specific instructional outcomes to maximize use of the new environments.

6.6.5 Online Project Management – Describe any online project management capabilities.

6.6.6 Pricing – Provide pricing information including product, service, freight, install and any other applicable costs and fees. Format of pricing and fees may vary (ex: discount off list, net price, etc.) but must be clearly defined. Tier pricing based on volume may be offered. All pricing is guaranteed maximum pricing and additional discounting may be offered at time of quote. Calculations based off price lists will be taken from current manufacturer price list for the length of the contract, but discount should remain the same for the length of the contract.

6.6.7 Additional Services and Considerations - Provide a summary of additional products, services or resources your firm offers clients to help enhance the educational environment or experiences.

6.6.8 Project Goals and Mandatory Requirements – Describe your ability to achieve the project goals based upon your company's ability to meet and/or exceed the Project Goals and Mandatory Requirements

6.6.9 Qualifications and Experience – Describe your how your company meets or exceeds the Qualifications and Experience section.