

**Delano Union School District**  
**Office of Rosalina Rivera, Superintendent**  
**Sandra Rivera, Assistant Superintendent- Business Services**  
**1405 12<sup>th</sup> Avenue – Delano, CA 93215**  
**(661) 721-5000 x00125 – Fax (661) 725-2446**

Bid #2024-006  
Classroom Furniture

Addendum #01  
June 12, 2024

Notice to Bidders

The Delano Union School District has received the following questions for Bid 2024-006 Classroom Furniture and is providing the following responses:

**Question 1: Do you know the number of locations that will receive this product prior to November 15, 2024? If yes, please provide the addresses of the locations.**

*Response: The school sites are as follows:*

- a. *Almond Tree Middle School- 200 West 15<sup>th</sup> Avenue, Delano, CA 93215*
- b. *Cecil Avenue Math & Science Academy- 1430 Cecil Avenue, Delano, CA 93215*
- c. *Additional sites as the budget permits- all school sites are located in Delano, CA 93215*

**Question 2: Line 4 SC-2900-Scholar Craft – Rectangle Desk, line 5 DSQ-1824-PB-HP-PC-m Honor Roll Desk, Open Front, Hard Plastic Top, and line 6 Mooreco 90580 Economy Shapes Desk all state that the Estimated Quantity is TBD. At this time, can you provide us with an accurate quantity so that we can get an accurate installation quote.**

*Response: The quantity of these items will be determined based on the pricing and funding available. Please provide unit pricing for an estimated quantity of 100 units for the items listed as TBD.*

**Question 3: \*\*Page 10, Section (b)\*\*: States, "Should the bidder wish to request any substitution for the specified materials, process, service, or equipment prior to the bid opening, the bidder shall submit a written request at least seven (7) working days before the bid opening date and time." However, the \*\*Substitution Listing form on Page 24\*\* states, "Proposed substitutions must be submitted no later than ten (10) working days prior to the date of bid opening." It also mentions, "All substitutions must be listed on this form and submitted prior to or with the bid." Then continuing on \*\*Page 10, Section (c)\*\*: It states, "If substitution is not requested and considered prior to the bid date, the bidder shall submit with the bid all proposed substitutions, if any, on the Substitution Listing form".**

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- a. Can we submit substitution requests with the bid via the Substitution Listing form or must they be submitted prior to bid opening?
- b. If prior to opening, please clarify specific date they are to be provided to the district.

*Response: 3a. Yes, substitution request may be submitted via the Substitution Listing. Please see page 10, Item C, of the Bid Documents: If substitution is not requested and considered prior to the bid date, the bidder shall submit with the bid all proposed substitutions, if any, on the Substitution Listing form contained in the bid documents.*

*Response: 3b. Please see page 10, Item B of the Bid Documents: Should the bidder wish to request prior to bid opening any substitution for the specified materials, process, service or equipment, the bidder shall submit a written request a least seven (7) working days before the bid opening date and time. Written requests shall be submitted by June 13, 2024 at 1:00pm.*

**Question 4: \*\*Page 10, Section (b)\*\*: States, "Bidders must furnish complete specifications of each item, and, if requested, a sample of the item proposed, at no cost or obligation to the District."**

- a. **Please confirm if samples are being required?**
- b. **And if so, what are those due to the district?**

*Response: 4a. Yes, samples are required.*

*Response: 4b. Samples are due to the district on or before June 17, 2024.*

**Question 5 \*\*Page 10, Section (b)\*\*: Additionally, it states, "The owner will release an addendum not less than two (2) working days prior to the bid opening."**

- a. **If you release an addendum on 6/20 and the bid is due via mail by 1:00PM on 6/24 that does not leave adequate time to complete, would you consider extending the due date to allow for more time to properly complete a response based on the addendum?**

*Response:a. If an addendum is issued for approval of a substitution, the District will release the addendum on or before June 19, 2024. The District is not considering an extension of the bid deadline.*

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Addendum #01  
Confirmation Page

**This form must be signed and included with the bid submittal.**

I acknowledge receipt of Bid 2024-006- Classroom Furniture, Addendum #1. The bid pricing submitted reflects the information provided in Addendum #1, issued on June 12, 2024.

Bidder:

By \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_