

CITY OF NEWTON, MASSACHUSETTS

PURCHASING DEPARTMENT

purchasing@newtonma.gov

Fax (617) 796-1227

May 13, 2022

ADDENDUM #1

INVITATION FOR BID #22-82

SUPPLY AND DELIVER CHROMEBOOKS FOR NEWTON PUBLIC SCHOOLS

THIS ADDENDUM IS TO: **Answer the Following Questions:**

- Q1. Do we need to be registered with the Newton Country School District?
A1. We would require a W9 form to add Bidders if they are selected. You do not need to be registered to bid.
- Q2. We are located in Atlanta, Georgia. Can we submit our bid electronically?
A2. No. Massachusetts law requires that bids be sealed. M.G.L. c. 30B, §5(a).
- Q3. How will you announce the awarding of the bid?
A3. The winning bidder received a contract or purchase order. You are free to contact the Purchasing Department purchasing@newtonma.gov to find out the status of a bid.
- Q4. Is your school district tax exempt?
A4. Yes.
- Q5. Do we need to be authorized vendors of the distributor?
A5. It is preferred, but not required.
- Q6. Will there be a loading dock? Or is Liftgate delivery required?
A6. This is addressed in the bid documents on page 8. A liftgate is required for Device #2 to be delivered to the Newton Education Center at 100 Walnut Street, Newtonville, MA 02460. Loading docks are available at both locations for Device #1.
- Q7. What is your county's base net payment? Net 30? Net 45? Net 60?
A7. Newton Public Schools base net payment is Net 60.
- Q8. Are there any other outstanding requirements you're looking for?
A8. No, Please see bid documents for all relevant requirements.
- Q9. I manage the relationship between Amazon Business/Newton Public Schools and we are interested in providing quotes for this Chromebook Bid but we are not sure that we can turn around a formal bid response by 05/19. I am curious if you would be able to accept quotes from our team without a formal Bid response?
A9. A bid is responsive only if it meets all the requirement of the Invitation For Bids (IFB) and is submitted in the prescribed format.
- Q10. I am hoping you can clarify a point in your Bid #22-82 for Chromebooks. Page 2 states that a bid surety is not required for this bid; however, page 5 (section 4.5) states that the Bid including bid deposit shall be enclosed in the sealed envelope. Can you please confirm that no bid deposit/bond is required for this bid?
A10. A bid deposit is not required for this bid
- Q11. Is a partial bidding acceptable?

A11. A bid must be submitted for the full scope of either Line 01 or Line 02 or both. As stated in Article 7.1, a contract will be awarded separately for each. However, partial bids on 01 or 02 individually will not be accepted.

Q12. Is this a minority owned business?

A12. No. This the issuer of the IFB is a Massachusetts municipality.

Q13. I wanted to check back on this one more time to see if it would be possible for us to provide quotes without being able to respond to the formal bid?

A13. See A9 above.

Q14. What is actual expected RFP award date? RFP indicates award may not be provided until 7/18 (i.e. up to 60 days after bid opening)

A14. Award date is anticipated to be within one (1) week of bid opening. Please note that this is an IFB, not an RFQ.

Q15. Due to global supply chain issues, Staples makes a good faith effort to expedite product deliver however, lead times currently for many computing products is 8-12 weeks. Would you approve a delivery date should it exceed August 15, 2022.

A15. These devices are needed for the beginning of the academic year (September 1, 2022). There is some flexibility, but a more significant delay in fulfillment is not acceptable.

Q16. RFP indicates that for Device #1, a contract will be awarded to the lowest bidder and the same for Device #2. If the same vendor is awarded both contracts would there still be two separate P.O.'s or would there be a single P.O. with both devices listed?

A16. We could do either.

Q17. What is Newton Public Schools vision of inside delivery (i.e. single drop point of palette/s just inside building)?

A17. This is addressed in the bid documents on page 23. All deliveries shall be made to the inside of the building and Vendor is cautioned to notify their shipping contractor that adequate assistance must be provided at the point of delivery. No sidewalk deliveries will be accepted.

Q18. The most equivalent model to the Chromebook Touch being requested in your bid (Lenovo 300e G3) is the HP Chromebook 11MK x360 G3. The pricing is such that I would highly recommend this model to the procurement officials as an equivalent to the recommended model. That being said, the AUE is 2028. Will you accept pricing on this model for the touch category?

A18. We are not accepting an AUE before 2029 at this time.

Q19. Can you provide further clarification regarding the Warranty that you are seeking? Is it a 1- yr manufacturer warranty or are you seeking additional coverage.

A19. 1-year manufacturer warranty minimum. We are not requiring more.

All other terms and conditions of this bid remain unchanged.

**PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR
BID FORM. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD
RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.**

Thank you.



Nicholas Read
Chief Procurement Officer