



SOLICITATION AMENDMENT

Solicitation No. 18-33-22

Amendment No. 1

**Title: Educational Field Trip Destinations Supplement
(SAVE)**

*Tempe Elementary
School District No. 3
Finance/Purchasing
3205 South Rural Road
PO Box 27708
Tempe, AZ 85285*

Monique Harris, Senior Buyer

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Solicitation Due Date: March 08, 2018 at 2:00 p.m.

***This solicitation is amended as listed below.
All other provisions of the solicitation shall remain in their entirety.
A signed copy of this amendment should be received by the District on or before the
Solicitation due date and time.***

| Question | Response |
|--|--|
| If I am awarded this contract, will I have to perform services to all of the SAVE members throughout the state of Arizona? | This solicitation allows members of SAVE to use this contract, but it does not require the vendor to provide the service if it is not within the interest of their business. |
| What if we offer admission pricing and also transportation? | This solicitation is not intended for all inclusive student travel. |
| Is this solicitation strictly for Arizona destinations? | No, the District will consider bids for both in-state and out-of-state field trip destinations. |
| Do I have to complete the fillable Price Sheet sections, or can I attach a sheet? | You may attach a sheet, however please note "Please see attached" on the price sheet included with the IFB. |
| Is this solicitation strictly for off-site vendors? | The District will consider both off-site and on-site options. Please see page 22 of the solicitation for the on-site option. When explaining your on-site offer, you may note "please see attach", and attach your documentation explaining your on-site option. |
| The solicitation asks for pricing per person, but we price per group, how can I respond to this question? | You may attach a sheet explaining your pricing structure. Please note "Please see attached" on the price sheet included with the IFB. |
| Are you awarding this contract to one company? | No, the District anticipates awarding contracts to more than one vendor. Please see page 19, section 12 explaining Multiple Awards. |
| There is NO Pre-Bid conference or walk? | No pre-bid conference or walk through will be held for this solicitation. |
| Are there any other documents that need to be submitted so that I can be considered for this bid? | Please review page 32, Submittal Checklist. |
| Since the forms in the bid are PDF fillable forms, may I send this section via email? | No, please review the first paragraph on page 1 and also section 4, part A (Sealed Envelope or Package) on page 9. The bid shall be submitted in a sealed envelope, at the location stated, by the bid due date and time. |
| If I am an out-of-state vendor, do I need to complete the tax rate information and the AZ Transaction Privilege Tax License number? | Under the Offer and Acceptance section, please include all relevant information. If you are an out-of-state vendor you will not need to provide the AZ state tax information. |
| On the Price Sheet, what does the | The Adult/Teacher is the admission price charged for the |

| | |
|---|---|
| Adult/Teacher price include? | teacher and any adult chaperones. If this does not apply, you can note "See attach" and explain your pricing structure. |
| If I have already sent my bid to you, can I resend my bid if I need to make edits? | Yes, please indicate on package that it is a revised bid. |
| If I am a sole proprietor, will I need to complete the tax information? | Yes. |
| Must I sign and return the amendment document, even if I do not need to make changes to the bid I have already submitted? | Yes, you should sign and return this amendment document officially acknowledging that you did receive it. |
| Will my company's bid be rejected if I list deviations and/or cross out any language? | Vendors should note that any deviation and/or exception taken from the stated terms and or specifications may be cause for their submittal to be deemed "Non-Responsive", risking the rejection of their submittal. Please see page 25 titled Deviations. |
| Can I use teachers as a reference? Is the Firm the same as School District? | Please see page 23 titled Reference. A school district's name is the same as Firm. A teacher's name is the same as Contact Name. |
| We have the Mesa School's contract for this type of event and it's a cooperative contract. Should we submit for this one too? They seem similar in scope. | I am unable to say if you should or should not respond because that will be a decision that you would have to make for your business. However, we do use the Mesa contract. |
| I was awarded on the last contract. Is this solicitation the same as contract 17-21-21 for Educational Field Trip Destinations? If different, should I respond to 18-33-22 Educational Field Trip Destinations Supplemental? | This is a supplement contract. It is the District's intention is to keep our current field trip contract in place and this new contract will serve as a supplement. |
| What is the purpose of completing the EDGAR certifications? | Please see page 27 titled EDGAR Certifications. The certifications are required when using federal funds. |

Vendor hereby acknowledges receipt and understanding of the above amendment.

Signature _____
Date

Printed Name and Title

Name of Company