



Purchasing Department  
Telephone (520)545-2052  
Fax (520) 545-2122  
Email: [JoelMa@susd12.org](mailto:JoelMa@susd12.org)

January 6, 2022

To: All Bidders

Subject: Addendum #1 Mathematics Curriculum for Grades Kindergarten - 5th Grade

Please note the original bid that was mailed out on Monday, January 3rd, 2022 is missing page 2. Page 2 is being included with this addendum.

A copy of this addendum should be signed at the bottom and attached to your bid; otherwise, your bid may not be accepted. You may send this addendum separately if you have already mailed it in your bid. Please mail to: Sunnyside School District, Attention: Purchasing Office, 2238 E Ginter Rd, Tucson, Arizona, 85706. Indicate on outside of the envelope: Addendum #1 RFP-22-19-26, Mathematics Curriculum for Grades Kindergarten - 5th grade. All terms and conditions from RFP-22-19-26 will apply to this addendum.

Sincerely,

Joel Martinez

Purchasing Supervisor

C: File: RFP 22-19-26

Signature: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Joel Martinez", is written over a horizontal line.

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

1-6-2022

**SPECIAL TERMS AND CONDITIONS**

**PURPOSE:** To provide mathematic curriculum to grades Kindergarten to 5<sup>th</sup> grade District Wide.

1. **EVALUATION SCHEDULE:** The proposals will be initially evaluated for conforming to the requirements of the RFP. Then a technical score will be given. The proposals with the two highest scores may be interviewed and businesses inspected to determine the best interest of the district.
2. **TERMS OF AWARD(S):** It is the intent of the school district to issue a contract for the period as indicated in the scope of services.
3. **AWARD BASIS:** Successful vendor will be determined by Evaluation Criteria as indicated in the bid. Awards will not be made based on price alone. The district reserves the right to arrange for discussions to assist in the evaluation of proposals in accordance with A.A.C. R7-2-1047. Any deviations from the general terms and conditions or exceptions taken shall be described fully and appended to the proposal form on the vendor’s letterhead over the signature of the person signing the proposal form. Such appendages shall be considered part of the vendor’s formal proposal. For the absence of any statements of deviation or exception, the proposal shall be accepted as in strict compliance with all terms and conditions.  
If a vendor receives a proposal award, an order is placed and vendor is unable to meet the delivery requirements, meet service requirements, or material that meets the Districts needs as outlined in the Request for Proposals, or is unable to hold proposal price, or fails to provide product or service within a reasonable period of time, AND/OR fails to provide product complying with proposal specifications, as determined by the District, the District reserves the right to go to the next lowest proposal price of equal quality which meets proposal specifications. If the proposal item delivered does not meet specifications or is received in an unsatisfactory condition and is in a damaged or unusable condition, or if service is unsatisfactory, vendor must pick up item immediately, and replace to each district’s satisfaction at no additional charge, or issue full credit, for service a return visit must be rescheduled within 24 hours. Rejected items must be removed from the District’s premises by the vendor upon verbal notification.
4. **EVALUATION:** In accordance with R7-2-1041 through R7-2-1050 and ARS 41-2534, award(s) will be made to the responsive and responsible offeror(s) whose proposal(s) is (are) determined in writing to be most advantageous to Sunnyside School District

Representatives of the District will evaluate the proposals and rank them from most likely to the least likely to meet the requirements outlined in the RFP. If several proposals are very closely ranked, the District may call for interviews to assist in the decision-making. In addition to interviews, the District reserves the option to call for and enter into discussions with the firms considered most likely to meet the requirements for the purpose of negotiations, on pricing and/or other portions of the proposal, if considered by the District to be in the best interest of the District.

Evaluation criteria are listed below in their relative order of importance:

- a. Qualifications of the Offeror, financial and otherwise, to provide the District with these services for the required period of time, provide appropriate staffing, provide necessary resources and show a history of demonstrated competence. This criteria will be worth 20 points.
- b. District’s assessment of the Offeror’s abilities to meet and satisfy the needs of the District, taking into consideration additional services, or expertise offered, that exceed the requirements, or the vendor’s inability to meet some of the requirements of the specifications. This criteria is worth 15 points.
- c. Cost – While cost is a significant factor in considering the placement of the awards, it is not the only factor. This criteria is worth 25 points
- d. Past performance. This criteria is worth 10 points.
- E. Information obtained by the District from Offeror’s references or other clients. This criteria is worth 10 points.
- f. Responsiveness of the proposal in clearly stating and understanding the scope of work, and in meeting the requirements of the RFP. This criteria is worth 5 points