

**BOARD MEMBERS**

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**SUPERINTENDENT OF SCHOOLS**

Shane L. Andrew, Superintendent

*Mission Statement: We are committed to the success of every student!*

Date: May 06, 2024  
To: All Qualified Prospective Offerors  
From: J. Garcia, Purchasing Manager  
Re: Addendum 1 to RFP #24-63 – District-wide Exclusive Beverage Contract

This addendum is provided to all prospective Offerors. It shall become part of the pending contract to provide temporary staffing services to the District. Offerors shall include one signed copy of this addendum under Tab 2 of their proposal.

**Addendum #1**

1. DUE DATE:

**Was**

May 17<sup>th</sup>, 2024 at 3:00pm EST

**Is**

May 29<sup>th</sup>, 2024 at 3:00pm EST

2. Q: Page 10, Section 40-Invoicing. Could you expand on the desired method of invoicing?

A: The majority of over-the-counter product purchases are made by District-sponsored groups, including Boosters, and by each individual school using internal account funds. In these cases, the successful Offeror may leave the invoice at point of delivery. Further discussions regarding invoicing procedures will be held with the successful Offeror.

3. Q: Page 22, Proposed Compensation - The RFP states that "the successful offeror shall pay a fixed percentage commission on cash collected..." Could the commission rate vary by product type? Example X% on cans and Y% on bottles.

A: SBAC prefers a fixed percentage commission on cash collected. However, it will consider differing commission rates, which shall be firm for the duration of the initial contract term, based on type of product container dispensed (can, bottles).

**Addendum #1 is hereby Acknowledged and Accepted:**

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

Title: \_\_\_\_\_

Company: \_\_\_\_\_

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

Cc: RFP File