



Notice of Information Item No. 1

Issue Date March 9, 2020

**Arlington Public Schools
Procurement Office**

Invitation to Bid 61FY20

Invitation to Bid Title: On-Site Summer Reading Book Fair Services

Invitation to Bid Number: 61FY20

Invitation to Bid Issue Date: March 2, 2020

Pre-Bid Conference: A Pre-Bid Conference will not be held for this Solicitation

Bid Closing Date/Time: March 12, 2020, Prior to 2:00 P.M.
(Local Prevailing Time)

Bid Opening Date/Time: Promptly Following Bid Closing

Procurement Office Representative: Joshua A. Makely, CPPO, CPPB
Assistant Director of Procurement
(703) 228-6126, joshua.makely@apsva.us

The following information is provided to help Bidders submit a Bid in response to ITB 25FY20:

- Q1.** For the pricing schedule on page 23, Option 4 asks for price per book for those students choosing a mix of contractor and Pioneer Valley titles. If that's multiplied by estimated number of students (100), the Extended Fees will show the cost assuming 1 book per each of these students. Is this what you are looking for?
- A1.** Yes.
- Q2.** For the monthly subscription books/activities, are you only looking for the cost with delivery to homes (as opposed to delivery to school/central location)?
- A2.** Postage for delivery to the student's address is the requirement for this subscription pricing.

- Q3.** For the monthly subscriptions, are you looking for such kits for all ages/grades in APS, or just for certain grades? Also, are you expecting the kits to include all hard cover (with a focus on newly-released titles), all paperback, or a mix? (Pricing will vary considerably based on relative cost of books.)
- A3.** Arlington Public Schools is interested in a monthly subscription option for students in grades prekindergarten through fifth grade. At least three (3) grade-level subscriptions should be available for the 2020-2021 School Year.
- A3.** Books included in the monthly subscription should be chosen with focus on:
- i. highly accessible, on-grade reading levels,
 - ii. age-appropriate content,
 - iii. culturally responsive content,
 - iv. newly-released titles,
 - v. widely appealing topics, and
 - vi. quality book bindings and formats that will encourage students and their families to read the book together often, maintain it in their home library, and inspire a love of reading.
- Q4.** Concerning the book list, is there a preferred number of titles you would like to see at each DRA-level grouping?
- A4.** For each reading level, a sufficient number of titles appealing to the varied interests of prekindergarten through fifth grade students—including students reading below-, on-, and above-grade level—should be provided to ensure that each participating student is enabled to discerningly choose ten (10) books from one (1) reading level that they wish to read. Available titles should account for a student’s potential interest in a single or multiple genres, fiction and/or non-fiction, single titles and/or series, text and/or wordless books, etc.
- Q5.** Do you require a sample list per DRA level so you would have a sense of the quality of books provided and the retail prices of these books?
- A5.** No.

Issued By:

Joshua Makely, CPPO, CPPB
Assistant Director of Procurement
Telephone: (703) 228-6126
Email: joshua.makely@apsva.us