



Answers to Inquiries

ITB #2026-04 | Educational and Classroom Learning Materials, Equipment, and Supplies

	Inquiries
Question	We sell high-quality, hands-on materials—including manipulatives, custom kits, lesson plans, and teacher/parent support resources—across Math, Science, STEM, and Literacy mostly for grades PreK-8, paired with robust professional development to support effective implementation and instructional success. Would these products fit into the scope of this bid?
Response	Yes.
Question	Are you looking just for a standard discount from all applicable products we offer?
Response	We are seeking best prices.
Question	What is the proposed delivery time for materials?
Response	5-7 days, unless expedited shipping is requested.
Question	Is supplemental learning software included within this bid (under Category 1)?
Response	We are not seeking learning software in this ITB.
Question	Would the Coalition permit bidders to submit product samples? If so, could you please advise where they should be delivered, how they should be labeled, and whether there are any limitations or procurement requirements we should follow?
Response	Coalition space is limited. If there are a few items that are sole source to your organization that you would like to showcase, you may ship/deliver to the Coalition Attn: Procurement. This is not required.
Question	Section I describes an initial two-year contract with up to three additional one-year renewals. Section IV.B requests separate pricing or discounts for an initial one-year contract and the following three renewal years. Would you please confirm the intended initial contract term and the specific contract years for which pricing or discounts should be provided?
Response	The initial contract will be for one year. Pricing should be provided for year one and the potential 3 renewal years.
Question	Attachment A requests a “Total Discount Quoted” as a dollar amount for the initial contract and each renewal. Because the ITB does not provide anticipated quantities or a specific product mix, how should respondents calculate these total dollar amounts? May respondents instead provide catalog-wide percentage discounts or product-level discounted pricing for each applicable contract year?
Response	Due to the nature of the ITB, total discounts and/or category discounts are expected.
Question	The ITB requests a comprehensive price list that includes product names, item numbers, retail prices, discounted prices or percentage discounts, and sole-source designations. Are the comprehensive price-list pages considered “budget pages” and therefore excluded from the 15-page proposal limit?



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Response	Yes.
Question	For vendors with an extensive catalog, may the proposal provide a comprehensive current price list with an approved discount structure and explain how pricing will be updated for renewal periods? If so, is a percentage discount from the then-current catalog acceptable for renewal years?
Response	Yes.
Question	May respondents submit a non-returnable educational sample kit for the Procurement Committee's evaluation along with the required flash drive? If samples are permitted, please provide any requirements regarding labeling, maximum value, quantity, content, delivery, or disposition of the samples.
Response	Coalition space is limited. If there are a few items that are sole source to your organization that you would like to showcase, you may ship/deliver to the Coalition Attn: Amy Richter/Procurement. This is not required.
Question	The evaluation criteria reference training, although training is not listed as a separate category in the Scope of Services. May respondents include professional development, product demonstrations, implementation support, and customized training as either value-added services or separately priced services?
Response	Yes.
Question	The ITB states that purchased materials will be stored at the vendor's facility until delivery without storage fees. Is there an anticipated maximum storage period following the issuance of a purchase order?
Response	We can generally accommodate purchases within standard delivery timeframes. Should there be a particularly large order, the ELCOC may need time to plan for supplemental storage.
Question	The Services section references the ability to "drop ship items if requested, no later than 4:00 p.m." Would you please clarify whether 4:00 p.m. refers to the required delivery time, an order-processing cutoff, or another requirement?
Response	Delivery time.
Question	Should the emailed response consist of one consolidated PDF containing the proposal and Attachments A–F, or should the proposal and each required attachment be submitted as separately named PDF files?
Response	One consolidated PDF document.
Question	The Notice of Intent requires an original signature but is submitted electronically. Please confirm that a dated electronic signature from an authorized official satisfies this requirement.
Response	Confirmed.



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Question	The introductory section references a “Payroll Services Platform.” Would you please confirm that this language is an inadvertent reference and that the scope of ITB 2026-04 is limited to educational and classroom learning materials, equipment, supplies, and related services?
Response	ITB 2026-04 is for Educational and Classroom Learning Materials, Equipment and Supplies.
Question	Are digital educational materials and online instructional resources considered eligible under Category I (Educational and Classroom Learning Materials), or is the solicitation limited to physical products?
Response	We are not seeking learning software in this ITB.
Question	May vendors submit educational materials and curriculum designed for school-age programs (e.g., afterschool and summer learning), or is this solicitation limited to Birth through Prekindergarten?
Response	This solicitation is intended for items appropriate for ages Birth through 5 years.
Question	For digital educational materials and online instructional resources, is there a preferred pricing format, or should vendors provide pricing using their standard pricing structure?
Response	We are not seeking learning software in this ITB.
Question	May vendors propose bundled educational solutions that combine curriculum, books, and classroom materials, or should each component be priced separately?
Response	We are not seeking curriculum at this time. Pricing for related items (books/classroom materials) may be bundled when appropriate.
Question	If a vendor offers both individual products and bundled educational solutions, should pricing be submitted for both options, or should vendors provide only one pricing approach?
Response	Individual, unless there are additional savings when purchasing a bundle.
Question	Do we need to complete and submit all of the required forms again, or can any of our existing vendor information be used?
Response	All documents requested within the ITB are required to be included with your response. The ELCOC vendor registration packet is requested to be updated yearly.
Question	Do we need to reapply for the fiscal year or are we good on what we have as an active vendor? Just wondering if we need to update vendor application with ELCOC.
Response	All documents requested within the ITB are required to be included with your response. The ELCOC vendor registration packet is requested to be updated yearly.