# COMMONWEALTH of VIRGINIA

**DEPARTMENT OF EDUCATION**

P.O. BOX 2120

RICHMOND, VA 23218-2120

October 17, 2012

ADDENDUM NO.1 TO ALL OFFERORS

| | |
|---|---|
| Reference – Request for Proposal: | RFP #DOE-SGA-2012-15 |
| Commodity: | 92420 |
| Dated: | September 25, 2012 |
| For Delivery To: | Department of Education |
| Sealed Proposals Due: | 2:00 PM October 29, 2012 |
| Pre-proposal Conference: | October 9, 2012 |

The above is hereby changed to read:

1. Reference Page 1, Using Agencies and Page 12, ADDITIONAL USERS: Add ", and consortia of Virginia Public School Divisions."

2. Reference Page 5, B. SPECIFIC PROPOSAL INSTRUCTIONS: Add "6. Provide seven copies of each proposed assessment (for the evaluation panel and the procurement file). For assessments that are still under development, sample items may be submitted and should accompanied by additional information about the total number of items being developed for the proposed test."

3. Reference Page 16, XI. PRICING SCHEDULE: Replace the title of column D with "Fixed Price per Year per Division." Replace the title of Column E with "Unit Price (per test or per student)." Replace the title of column F with "Total Proposed Price for Scenario (Column D + (5,000 * Column E)). Replace the first sentence with the following: "For each assessment offered, using the scenario of a minimum of 5,000 units (tests or students, as stated in the proposal) STATEWIDE per year, the required information and pricing per year must be provided using the table layout below. The unit price entered in column E may be in addition to a fixed price entered in column D or instead of a fixed price entered in column D. If only a unit price is offered, "0" should be entered in column D. If only a fixed price is offered, "0" should be entered in column E. DOE will evaluate price based on the amount to be entered in column F (final fixed price + (the unit price times 5,000)). A school division who chooses to use the contract for a given year would actually pay the final fixed price + the final unit price times the number of tests actually administered."

Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Sincerely,

Marie G. Williams, VCO
Director of Accounting/Acting Director of Procurement

_____
Name of Firm

_____
Signature /Title

_____
Date