



# School District of Clayton

## Request for Proposal

### ATHLETIC UNIFORMS & SCREEN PRINTING

#### ADDENDUM #1

**March 24, 2020**

**Contact Person:** Adrienne Lauf  
**Title:** Accountant/Internal Auditor  
**Phone #:** 314-854-6026  
**E-mail:** [adriennelauf@claytonschoools.net](mailto:adriennelauf@claytonschoools.net)

The following changes to the Request for Proposal for Athletic Uniforms and Screen Printing issued March 3, 2020 are being made through this Addendum #1 dated March 24, 2020.

Due to St. Louis County enacting a Stay at Home Order to prevent the spread of COVID-19, the District has changed its requirements for this bid as follows:

The response to this RFP will remain due on Wednesday, April 1, 2020 at 10:00 a.m., however, there will not be a public opening in accordance with the County's order.

In order to accommodate submissions given the County's order, responses may be made via email to [adriennelauf@claytonschoools.net](mailto:adriennelauf@claytonschoools.net) with a subject line of *Request for Proposal for Athletic Uniforms and Screen Printing*. Please include links to catalogues if available; if these are not available this will not disqualify an otherwise valid submission.

While the Administrative Center at 2 Mark Twain Circle is closed, the District is continuing to receive goods at its maintenance center. Submissions may be made via delivery to 305 N. Gay Ave, Clayton, MO 63105 (the building sits at the bottom of a hill to the north of the District's football field & parking lot).

Company Interviews/Demonstrations (if needed) will not occur the Week of April 6, 2020. In the event this is necessary, the District will request interviews/demonstrations following April 23, 2020, which the County Order is set to expire. Board of Education approval (tentatively set for April 29, 2020) may also be delayed.

Please advise as soon as possible if any national, state, or local government response to COVID-19 bars you from submitting a proposal in response to this RFP so the District can determine whether another Addendum is required.

The minutes of the bid opening will be posted on the District website at <https://www.claytonschools.net/Page/9900>.

Please acknowledge receipt of this addendum by signing and enclosing a copy of this with your proposal.

By submitting your response, you certify that you are authorized to represent and bind your company.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_