



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

Q-23-756
ADDENDUM NO. 1
REQUEST FOR QUOTATION

ADOBE ACROBAT PRO DC FOR TEAMS

DATE: Tuesday, June 13, 2023

QUOTES DUE: Wednesday, June 21, 2023
3:00 P.M.(EDT/EST)

To Quoters:

This Addendum is hereby made a part of the Request for Quotation (RFQ) Documents on which all quotes will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Quotation Form. This Addendum consists of three (3) pages.

NOTE: All Quoters must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their quote and/or to attend the Pre-Quotation Conference. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition, and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace, or any other chemical defense sprays; and Illegal substances.

ITEM NO. 1: *Inquiry:* I have a question regarding your VIP C425F35F22EDE4F0414A. This is a commercial VIP I am not sure why the County had chosen to go down this path. I know you have these on a 3 year buying cycle. I would love to get on a call with the county and go over your options. If you were to move you over to government pricing on an LGA You would see your pricing drop without the 3 year commitment. What does the VIP#C425F35F22EDE4F0414A represent?

Response: That is our VIP membership number. Our status is VIP Select – Level 14.

ITEM NO. 2 *Inquiry* What does the VIP#C425F35F22EDE4F0414A represent?

Response: Please see response to Item No. 1 to this Addendum.

ITEM NO. 3: Inquiry: To confirm are you all currently using Microsoft teams?

Response: Yes, we are using Microsoft teams.

ITEM NO. 4: Inquiry: What are you currently using the software application on? (I.e. desktops, laptops, mobile devices)

Response: The software application is used on desktops, laptops, and virtual devices.

ITEM NO. 5: Inquiry: The following subscriptions adobe acrobat pro, adobe creative cloud, and adobe in design all need to be implemented within teams?

Response: No, they do not.

ITEM NO. 6: Inquiry: Do you all currently have an active subscription with Microsoft for teams? If so, when does it expire? How often is it renewed (bi-annual, yearly etc)

Response: Yes, we do. Renewed annually (expiration 11/23)

ITEM NO. 7: Inquiry: What machine/system/device is this product being installed on ? What is the model number?

Response: The product is installed on various devices. Various Model numbers depending on the device.

ITEM NO. 8: Inquiry: Will there be any other support needed from installing the three applications requested?

Response: No other support needed.

ITEM NO. 9: Inquiry: Item 1b states 8 licenses. Is this accurate?

Response: Yes, that is the correct number.

ITEM NO. 10: Inquiry: Item 1c states 2 licenses. Is this accurate? Are the two licenses going to administrators?

Response: Part 1 of ITEM NO. 10 herein: Yes, that is the correct number.

Part 2 of ITEM NO. 10 herein: No, those licenses are not going to administrators.

ITEM NO. 11: Inquiry: Do you have an active subscription with adobe? If so, how often is it renewed? When does it expire?

Response: Part 1 of ITEM NO. 11 herein: Yes, there is an active Adobe subscription.

Part 2 of ITEM NO. 11 herein: The subscription is renewed every three years.

Part 3 of ITEM NO. herein: Current Adobe subscription will expire 6/30/23, ending a three (3) year commitment term.

ITEM NO. 12: Inquiry: Item 1c requests adobe in design cc subscription but doesn't specify for teams or enterprise. Is this subscription also within teams?

Response: This subscription is not within Teams.

ITEM NO. 13: Inquiry: On the RFQ page it states "We quote you as above - F.O.B" What does FOB stand for?

Response: Free on Board. The point at which a title changes hands from the supplier to the buyer at the origin of the shipment.

ITEM NO. 14: Inquiry: Acknowledge Addenda # _____ Date _____ # _____ Date _____, # _____ Date _____ Can you clarify what goes in the blanks?

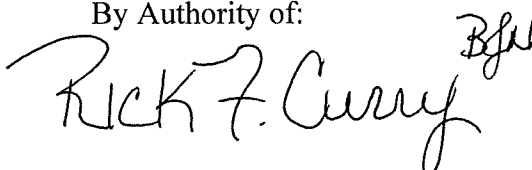
Response: The spaces are for acknowledging Addenda that were issued.

ITEM NO. 15: Inquiry: Has your organization performed a review of your Adobe usage? We have helped many organizations reduce their Adobe spend. We can help you determine if users could be using a lower subscription or the free version of Acrobat. We have seen many customers purchasing the licenses they do not need and we helped reduce their costs without end users noticing any difference in their work experience or productivity.

Response: Licenses reviewed periodically for savings.

ITEM NO. 16: Inquiry: While requesting a quote from Adobe, it was made aware to me that this is a Commercial VIP# that you provided. Since you are a government entity will you be requesting a new VIP#?

Response: Not at this time.

By Authority of:


Rick F. Curry, CPPO
Director of Purchasing