



HENDERSON COUNTY PUBLIC SCHOOLS

414 Fourth Avenue West, Hendersonville, NC 28739-4261
Mark R. Garrett, Superintendent

Board of Public Education
Dr. Kathy Revis, *Chairperson*
Robert Bridges, *Vice Chairperson*
Beth Campbell
Blair Craven
Shelia Dale
Amy Lynn Holt
Alyssa Norman

ADDENDUM 07 ISSUED August 5, 2025 District Phone System Upgrade RFP 2026-01

Due to the multiple addendums for this project and to allow adequate response time by all contractors, we have extended the bid deadline to 3:00 p.m. (EST) on Tuesday, August 19, 2025.

This Addendum 07 amends RFP 2026-01 to the information below:

Page 1:

Proposals subject to the conditions made a part hereof will be received until **3:00 p.m. (EST), on Tuesday, August 12, 2025** **AUGUST 19, 2025** for furnishing all labor, materials, equipment, and services incidental and implied, described herein. **SEND ALL SEALED PROPOSALS DIRECTLY TO THE ISSUING AGENCY ADDRESS AS SHOWN BELOW:**

<u>DELIVERED BY US POSTAL SERVICE</u>	<u>HAND DELIVERY</u>
RFP NO. 2026-01 Henderson County Public Schools 414 Fourth Avenue West Hendersonville, NC 28739 Attn: Joni Huchzermeier, CLGPO, Purchasing Agent	RFP NO. 2026-01 Henderson County Public Schools 414 Fourth Avenue West Hendersonville, NC 28739 Attn: Joni Huchzermeier, CLGPO, Purchasing Agent

IMPORTANT NOTE: Indicate firm name and RFP number on the front of each proposal envelope or package, along with the date for receipt of proposals specified above.

Bids submitted after the above referenced deadline will not be accepted under any circumstance.

Direct all inquiries concerning this RFP to: Joni Huchzermeier, CLGPO
Purchasing Agent

jdhuchzermeier@hcpsnc.org

NOTE: Questions concerning the specifications in this Request for Proposals will be received by email to jdhuchzermeier@hcpsnc.org until Noon on Monday, August 4, 2025. If any modifications to the specifications are necessary, an addendum will be issued no later than 5:00 p.m. on August 7, 2025. Addendum will be posted on the HCPS website under Bid Notifications:

<https://www.hendersoncountypublicschoolsnc.org/finance/purchasing/>

It is the offeror's responsibility to assure that all addenda have been reviewed and, if need be, signed and returned.

"It is the policy of the Henderson County Public School System not to discriminate on the basis of race, ethnic origin, sex, or disability in its educational programs, activities, or employment policies."

BID FORM

HENDERSON COUNTY PUBLIC SCHOOLS

District Phone System Upgrade – RFP # 2026-01

Bid Form – Due August 42 19, 2025, 3:00 PM (EST)

This bid form is for your convenience. You may submit detail pricing in a format more convenient for the required purposes. Include all monthly fees and taxes in your proposal. If you choose to use your own bid form, please attach it to this bid form.

<u>TEM</u>	<u>QTY</u>	<u>UOM</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>TOTAL</u> <u>EXTENDED COST</u>
1.	1	Each	Total cost of implementation	\$ _____	\$ _____
2.	1	Each	Training and any other fees associated with implementation of system	\$ _____	\$ _____
3.	1	Each	All licensing fees	\$ _____	\$ _____
4.	1	Each	Taxes and any other fees (monthly/annually)	\$ _____	\$ _____
5.			TOTAL BID PRICE	\$ _____	\$ _____

This bid form is for your convenience. You may submit detail pricing in a format more convenient for the required purposes. Include all monthly fees and taxes in your proposal. If you choose to use your own form, please attach it to this bid form.

Henderson County Public Schools reserves the right to reject any or all bids for any or no reason, and to waive informalities.

Bid Check List

1. Sealed proposals should be mailed or delivered to:

**Henderson County Public Schools
414 Fourth Avenue West
Hendersonville, NC 28739
Purchasing Division
Attn: Joni Huchzermeier, CLGPO, Purchasing Agent**

2. Questions due no later than: Noon on Monday, August 4, 2025
3. Proposals Due Date: 3:00 p.m. (EST) on August 4~~2~~**19**, 2025.
4. Sealed proposal package should be labeled as follows:

**RFP#: 2026-01
Proposal for: District Phone System Upgrade
Due Date: 3:00 p.m. (EST) on August 4~~2~~**19**, 2025**

5. Proposals **must** include the following:

1. Return **all** 32 pages of the bid document
2. Fill in and sign EXECUTION information on page 28
3. Fill in all required information on pages 7 & 9
4. Fill in the Bid Form on page 27 (*The bid form is for your convenience. You may submit detail pricing in a different format if more convenient. Include all details including monthly fees and taxes in your proposal*)
5. Sign and return the E-Verify Statement on page 29
6. Sign and return Iran Divestment Act Certification Page 30
7. Submit any descriptive literature that would be beneficial in our proposal evaluation
8. **Complete page 31 References:** Vendor must, at a minimum, provide three (3) comparable clients with whom their firm has an established relationship similar to the Scope of Work outlined in this RFP. Include: Name of Client/Firm, Contact Name and Title, Address, Direct Phone Number, Email Address, Length of Relationship, Summary of System Provided.
9. Not returning all pages of the bid document or returning unsigned forms may result in rejection of your proposal.

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