

**BEND-LA PINE SCHOOLS  
520 NW WALL STREET  
BEND, OR 97703  
PHONE: 541-355-1137**

**RFP 20-0211-01  
PHOTOGRAPHY SERVICES**

**ADDENDUM #1**

The purpose of this addendum is to answer questions that were raised during the clarification process. Listed below are the questions that were asked along with the District's responses. Answers are in bold type underneath each corresponding question.

1. Is it required that ID cards be printed on the day of pictures? Or can they be distributed to the students within a week following pictures?  
**ID cards should be printed on the day of pictures.**
2. Is there a required background for ID cards?  
**Yes, the artwork will be provided by the District for both the front and back of the ID card.**
3. Is the last awarded RFP available for viewing?  
**You may request this through the District's public records request process.**
4. Will the contract be awarded to several vendors? If multiple vendors are awarded, how would this be divided?  
**It is our current intent to award the contract to one vendor. We do not know at this time how it would be divided, if at all.**
5. In an effort to keep portrait costs down, would you consider lowering the Professional Liability insurance aggregate of 4 million to 2 million?  
**The District will revise the insurance requirements for Professional Liability insurance with a single limit of not less than \$1 million each claim, incident, or occurrence, with an annual aggregate limit of \$2 million.**
6. Since the RFP is supposed to be submitted electronically do you want samples of take-home literature and picture packages submitted as visual representation or would you like these sent separately in hard copy form.  
**Please include samples in your electronic proposal.**