



**Federal Way**  
**Public Schools**  
Every Student, a Reader

**Issue date: May 24, 2016**

**FWPS RFP051216**

**Request for Proposal Title: Elementary School Individual Student Picture Packages  
Middle School Individual Student Picture Packages  
High School Individual Student Picture Packages**

**ADDENDUM #1**

This Addendum is hereby made a part of the Invitation to Bid and shall be a part of the contract documents.

**CHANGES TO SOME OF THE SPECIFICIATONS-**

**Item #1**

**Page 15, PSC G:**

**Remove the following:**

“1 picture package with 1 8X10, 2 5X7, 3 4X5 photos and delivery envelope.”

**Replace with:**

“1 picture package with 1 8X10, 2 5X7, 4 3X5 photos and 1 delivery envelope.”

**Item #2**

**Page 11, Section 3, Scope of Work, 3.1 CC:**

**Add the following:**

“The vendor’s name and photo information, in the form of a ©copyright identifier, may be placed in the bottom right hand corner and/or on the back of each photograph.”

**Item #3**

**Page 10, Section 3, Scope of Work, 3.1 W:**

**Remove the entire section 3.1W:**

“Notices: The Photographer will supply announcements necessary for notification of picture taking dates for each student and notification of retakes. Fliers are to be delivered to the respective school at least three (3) weeks prior to the scheduled sittings.”

**No correction, nothing added:**

**Item #4**

**Page 9, Section 3, Scope of Work, 3.1F: exert from line 4**

**Remove this exert:**

“The pictures must be in a JPEG format.”

**Replace with:**

“The student pictures must meet all the digital formatting requirements as described in Attachment A, page 18. Additionally, pictures shall be made available in a JPEG format upon request.”

**Item #5**

**Page 11, Scope of Work, Section 3.3 A:**

**Remove:**

“Minimum size of group photos shall be 8” x 6 1/2” size.”

**Replace with:**

“Minimum size of group photos shall be 5”X7” size.”

**Item #6:**

**Page 17, Category 1:**

**Remove:**

L.

**Replace with:**

At a minimum the vendor will supply the following package options for purchase.

**As shown:**

**Category 1: Individual student photos for all District schools**

At a minimum the vendor will supply the following package options for purchase.