



GARLAND INDEPENDENT SCHOOL DISTRICT

PURCHASING DEPARTMENT

*501 S. Jupiter
Garland, Texas 75042*

October 2, 2026

ADDENDUM 1, RFP #122-27 (229622)

Drupal Design and Development Services

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum may be used as an evaluated factor.

1. **Question:** The vendor-registration guide requests IRS Form W-9. As a foreign supplier with no U.S. entity, may we instead provide the applicable IRS Form W-8BEN-E or another foreign-vendor tax form you specify?

Answer: Yes, an IRS Form W-8BEN-E is an acceptable alternative to providing an IRS Form W-9.

2. **Question:** Section 2.1.3 states that the proposer certifies it is “legally authorized to conduct business in Texas.” Can a company incorporated outside the United States satisfy this requirement without forming/registering a Texas entity, or is Texas registration mandatory before proposal submission or award?

Answer: This determination must be made by the responding vendor. The District is unable to provide guidance or make recommendations regarding this determination on the vendor’s behalf.

3. **Question:** The RFP includes insurance requirements and states that the Certificate of Insurance must be presented prior to the start of service. For a foreign bidder, are the specified insurance certificates required at proposal submission, or only after selection and before services begin?

Answer: Bidders may provide a letter from their insurance agent confirming that they currently meet, or can meet, the required insurance specifications upon award of the solicitation.

4. **Question:** Please provide access to the full RFP documents and any required forms, as we were unable to locate a signup or account creation option on the referenced portal?

Answer: Please visit the Garland ISD Purchasing Department’s [How To Do Business With Us](https://www.garlandisd.net/connect/how-do-business-us) webpage: (<https://www.garlandisd.net/connect/how-do-business-us>) for information on registering as a vendor and accessing solicitations through Oracle Sourcing. The webpage includes detailed instructions, resources, and links to assist suppliers with the registration and solicitation process.

5. **Question:** Could you confirm whether email submission to bids@garlandisd.net is an acceptable method for delivering proposals, or if another electronic submission process is required?

Answer: Refer to the *Instructions to Proposers* section of the solicitation for additional information and requirements.

6. **Question:** If the portal is mandatory, kindly advise on the registration process or credentials needed to access and upload proposals?

Answer: Refer to the *Instructions to Proposers* section of the solicitation for additional information and requirements.

7. **Question:** Please confirm the required forms and whether proposals should be emailed to bids@garlandisd.net or also uploaded via your Oracle iSourcing portal.

Answer: Refer to the *Instructions to Proposers* section of the solicitation for additional information and requirements.

8. **Question:** Is this specifically asking for a certain professional service to investigate and help bid/purchase these services/facilities/grounds for GISD use?

Answer: No, the bid is for providing the actual services, not just for investigating services/facilities/grounds.

9. **Question:** Could you please confirm whether an overseas vendor may participate directly and whether the solicitation's bonding or U.S./Texas vendor-registration requirements apply to a non-U.S. bidder?

Answer: This determination must be made by the responding vendor. All terms and conditions of the solicitation apply to all responding vendors.

10. **Question:** Anticipated UX work: Does the District expect specific research engagements in the first contract year, such as usability testing or validation of the garlandisd.net refresh? Are there valuable resources that are difficult to find because they sit across the district site, school sites, or other systems? Would it help to tailor pathways by audience, school, language, or stage of the school year?

Answer: No, we do not have plans for any specific research engagements, and we have not identified specific UX needs at this time. Once a vendor has been selected and they have had time to get familiar with the district and our sites, we can determine together if there is a need for these or other user experience activities as part of our ongoing engagement.

11. **Question:** UX pricing structure (3.1.3.1): Should UX services be priced as defined deliverables in the base proposal, drawn from monthly support hours, or listed as optional items on the Supplemental Pricing Sheet?

Answer: Our expectation is that UX services should be drawn from monthly support hours.

12. **Question:** AI readiness (3.1.3.5): Does the District expect AI readiness consulting as a defined deliverable priced in the base proposal, or as an optional supplemental item? Is GISD developing a broader district AI strategy that the website roadmap should support or help inform?

- Would a focused workshop and assessment be useful to identify opportunities, constraints, and priorities for a longer-term roadmap?

- Where do people have the most difficulty finding a reliable answer today? Would you be interested in exploring options such as improved search, answer summaries, or a conversational assistant and evaluate whether any of them are appropriate for GISD?
- What concerns should shape that exploration from the outset, such as answer accuracy, accessibility, language access, student privacy, content ownership, or staff capacity?

Answer: We do not expect AI readiness consulting as a separately priced deliverable. It is intended as ongoing advisory guidance, discussed during regular check-ins, on how emerging AI-powered search engines, assistants, and automation tools may affect how our web content is found and presented, and how we should adapt its content, structure, and strategy in response accordingly. We are not seeking to add AI-powered features to its websites through this RFP. Vendors may propose optional services as supplemental items, but the primary expectation is the ongoing advisory guidance described above.

13. **Question:** Marketing (3.1.3.3): What does "marketing" cover in content services? Paid digital campaigns, SEO/AEO, email, or something else?

Answer: We are not asking for specific marketing deliverables such as paid digital campaigns or email marketing. These are handled by our Communications department. We are using "marketing" in the general sense: highlighting what makes the district special and a good fit for families through the website content and its presentation. For example, this could include recommending paragraph types, content organization, page layouts, and language that support district goals. We anticipate both the marketing-related content guidance and the SEO/AEO guidance to be ongoing advisory support, discussed during regular check-ins with the selected vendor, rather than separately priced deliverables. Vendors may propose optional services as supplemental items.

14. **Question:** Accessibility audits (3.1.1.2): Are audits and remediation part of the base scope or optional? Is remediation of existing documents in scope?

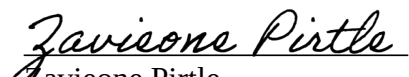
Answer: Our preference would be that ongoing support hours could be used for audits and remediation as needed. Remediation refers to site design or functionality that might need to be addressed. Remediation of documents is not in scope. Vendors may propose optional services as supplemental items.

15. **Question:** Which Drupal version and hosting environment does the district currently run (for example Drupal 10 or 11; self-hosted or a managed Drupal host)? This affects how we would propose the upgrade and development workflow.

Answer: Our current version is 10.6.16 but we do expect the vendor to support future versions of Drupal as well. We expect the vendor to have the ability to host fully managed Drupal 10. Please refer to the RFP for the complete requirements.

16. **Question:** Can you confirm the deadline for questions, and whether vendors who deliver remotely, with meetings by video in Central Time, are eligible to respond?

Answer: The deadline for questions was September 29, 2026, at 12:00 p.m. CDT. We are fine with vendors who deliver remotely with meetings by video.


Zavierone Pirtle
Assistant Director

Company Name

Address

City State Zip

Signature

Title