



REQUEST FOR PROPOSALS
UK-2520-25
Office Supply Program
ADDENDUM # 2
5/27/2025

ATTENTION: This is not an order. Read all instructions, terms and conditions carefully.

IMPORTANT: RFP AND ADDENDUM MUST BE RECEIVED BY 6/17/2025 @ 3:00 P.M. LEXINGTON, KY TIME

Offeror must acknowledge receipt of this and any addendum as stated in the Request for Proposals.

This is addendum #2 for RFP UK-2520-25.

Please refer to and incorporate within your offer the attached questions and answers.

OFFICIAL APPROVAL
UNIVERSITY OF KENTUCKY

A handwritten signature in black ink, appearing to be 'W. P. J.', written over a horizontal line.

Category Specialist / (859) 257-5409

SIGNATURE

Typed or Printed Name

University of Kentucky
Procurement Services
322 Peterson Service Building
Lexington, KY 40506-0005



Written Questions and Answers

Office Supply Program

RFP UK-2520-25

Closing Date: 6/17/2025

Today's Date: 5/27/2025

No.	Question	Answer
1	In regard to the 2% fee agreement, can vendors pay one check to Big Blue Network, which would include all current (Kings Daughters and St. Claire) and future network hospitals with appropriate spend reporting?	No. The 2% fee must be sent individually to each participating institution.
2	We take customer privacy very seriously, please define to what extent is the vendor expected to comply with HIPAA as it relates to this contract.	A HIPAA BAA is not currently required for this RFP.
3	Does University of Kentucky and its subsidiaries requires a cooperative agreement for purchasing?	No.
4	Would the University of Kentucky and its subsidiaries be amenable to palletized daily deliveries to a centralized dock, where applicable?	<p>***Varies***</p> <p>Participating institutions that utilize central receiving may be open to palletized daily deliveries to a centralized dock, where applicable. However, individual department orders must be boxed separately and clearly labeled to ensure accurate distribution. Delivery procedures may vary by location, with some sites utilizing central receiving or campus post offices for internal distribution. Specific delivery details can be coordinated with each participating entity as needed. This does not apply to institutions that utilize desktop delivery.</p>