

BID #017-009
Manchester and Glastonbury Public Schools
Paper Products

ADDENDUM #1
06/01/2017

1. Please replace Appendix B with the document below and acknowledge this addendum on your bid.

APPENDIX B

**MANCHESTER PUBLIC SCHOOLS
45 North School Street
Manchester, CT 06042**

TO: All Vendors

FROM: Karen L. Clancy
Director of Finance and Management

SUBJECT: Affirmative Action

Manchester Public Schools is an Equal Opportunity Employer, and will not transact business with firms which are not in compliance with all Federal and State Statutes and Executive Orders pertaining to non-discrimination.

In order to have your firm listed on our acceptable vendor's list and thereby be eligible for consideration as a source for goods and services, please complete and return the following Statement of Policy to:

Karen L. Clancy
Director of Finance
and Management

STATEMENT OF POLICY

It is the employment policy of _____
that there shall be no discrimination against anyone on the grounds of race, creed, national origin, sex or age in the hiring, upgrading, demotions, recruitment, termination and selections for training.

In addition, this firm is in full compliance with the letter and intent of the various Equal Opportunity and Civil Rights Statutes noted above.

Date	Signed (Name/Title of Company Officer)
Telephone	Street Address
Fax	City/State/Zip Code