



January 13, 2020

To: Prospective Proposers

From: Norman David, Contracts Administrator

**Subject: RFP S19227 Addendum No. 2
eProcurement Solution**

The following revision is hereby incorporated into the Request for Proposal (RFP) Documents. Each Proposer shall acknowledge receipt of this Addendum using the attached ACKNOWLEDGEMENT FORM and submit it with their proposal.

1. Reference Section I. INSTRUCTIONS TO PROPOSERS, paragraph A. PROCUREMENT SCHEDULE, Table 1 is revised to read as follows:

Table 1

ACTIVITY	DATE/TIME
Issue RFP	December 12, 2019
Pre-Proposal Conference	January 6, 2020 at 11:00 AM
Deadline to Submit Questions	January 8, 2020 at 4:00 PM
Deadline to Submit Proposal	February 4, 2020 at 4:00 PM
Interviews	March 2 - 5, 2020



**ATTACHMENT A
ACKNOWLEDGMENT FORM**

Proposer must sign this ACKNOWLEDGMENT FORM to indicate receipt of Addenda in order for the proposal to be accepted. Please list each Addendum received, sign, and submit this form with your proposal.

Acknowledgment of Addendum No: _____

Acknowledgment of Addendum No: _____

Acknowledgment of Addendum No: _____

Acknowledgment of Addendum No: _____

Acknowledgment of Addendum No: _____

Proposer's Signature

Date

Name and Title

Firm Name