



Town of Medley
Office of Capital Projects & Development Services

Date:	March 12, 2015
Subject:	RFP FOR INFORMATION SYSTEMS
Solicitation Number:	RFP 2015-002
OCPDS Number:	GA-0110
Opening Date / Time:	April 9, 2015 at 2:00 PM (Please note new RFP due date and time!)
ADDENDUM Number:	1

To all interested proposers:

The Town of Medley defines a solicitation “Addendum” as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g. Invitation for Bids, Request for Proposals or Request for Qualifications), including but not limited to questions and answers, which are considered a material part of the solicitation.

Please note the following update:

Addendum 1 does the following:

1. In Section 1. Proposal Information (Page 5) it revises Item 1.2, the Schedule of Events Table to change the dates for the following events as shown on Page 2 of this Addendum;
 - a) Event 2. Mandatory Pre-Proposal Conference and Site Visit (New date is April 1, 2015)
 - b) Event 3. Deadline for submission of written questions (New date is April 3, 2015)
 - c) Event 4. Proposal Submission Deadline (New date and time is April 9, 2015 at 2:00 PM)

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the Solicitation RFQ 2014-02 remain as originally written.

Thank you,

Jorge E. Corzo, PE CFM
Town Engineer / PIO
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1.2 Schedule of Events.

The following table outlines the Town's scheduled calendar of major events related to the RFP distribution, proposal submission, evaluation, and selection processes. All times are stated in Eastern Standard Time.

Event	Description	Deleted Date	Added Date
1.	RFP Noticed or Advertised	March 9, 2015	
2.	Mandatory Pre-Proposal Conference and Site Visit	March 25, 2015	<u>April 1, 2015</u>
3.	Deadline for submission of written questions (5:00 PM)	March 30, 2015	<u>April 3, 2015</u>
4.	Proposal Submission Deadline (3:00 PM) <u>(2:00PM)</u>	April 8, 2015	<u>April 9, 2015</u>
5.	Evaluation and Recommendation of Top Ranked three (3) Proposers	April 23, 2015	
6.	Council Approval of Selected Proposer and Award of Proposal	May 4, 2015	

END OF ADDENDUM 1