

**Board of Supervisors**

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April 3, 2018

**RFP #418182**

**ADDENDUM #1**

The following information is provided for Bid #418182 for Professional Mechanical, Electrical and Plumbing Engineering and Consulting Services for the Stafford County Public Schools. All prospective Proposers are hereby advised to make the changes to the Bid Documents in their possession as follows:

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**General:**

1. This Addendum is hereby made a part of the Contract Documents issued to modify, alter, revise or explain the original drawings and/or specifications. The content of this Addendum will take precedence over the original instruments and shall be bound with the specifications.
2. All Proposers shall acknowledge the receipt of this Addendum in the space provided below.

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The purpose of the Addendum #1 is to add/modify/delete pages within the Proposal Documents. Please acknowledge receipt of this Addendum #1 below.

**GENERAL INSTRUCTIONS**

Please change the following paragraph to read as follows:

2. Submit one (1) original, clearly marked as such, and four (4) copies of the proposal before the opening time stated in the Invitation. Organize the proposal as follows: (a) completed cover sheet (form is at Attachment B hereto), (b) discussion of items in **VI.A 1-7** in the Specific Information and Proposal Requirements, (c) completed reference list (format at Attachment C), and (d) completed Small and Minority Business Enterprises Information (Attachment D). Please remember to include completed versions of Attachments B, C and D to this RFP with your proposal.



**This Addendum is hereby made part of the Proposal Documents issued to modify, alter, revise or explain the original specifications. All Offerors shall acknowledge the receipt of this Addendum below:**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

**QUESTION AND ANSWER**

- 1. If we are to submit the items listed in VI.A 1-7, please confirm that you want references in this section of the proposal (tab b as indicated below), as well as the completed reference Attachment C (tab c as indicated below). If possible, may we only submit references in attachment c?

**Response: Please organize your Proposal in an organized manner the Evaluation Committee can follow.**