



CITY OF SUFFOLK

P.O. BOX 1858, SUFFOLK, VA, 23439-1858, T: (757) 514-7520; FAX (757) 514-7524

ADDENDUM NO. 2

City of Suffolk
RFP #15087A-CN
April 3, 2015

Purchasing Division
442 Market Street, Room 1086
Suffolk, VA 23434-5237
Phone: (757) 514-7520 / Fax: (757) 514-7524
<http://www.suffolkva.us/purchasing>

The Request for Proposal (RFP) for ERP Consulting Services has been amended as follows:

DELETE THE FOLLOWING:

Section 5.0 Paragraph J. Provide firm fixed pricing for each annual Cost Allocation Plan for the duration of the contract. The fee shall be all inclusive and shall contain all direct and indirect costs including meetings, presentations, document production, etc.

Fees will be determined during the negotiation process. Offerors do not need to disclose fees in the proposal.

The following questions and answers are incorporated in the RFP:

Section 11, Paragraph 7:

Addenda: If issued, addenda to this solicitation will be posted on the Purchasing website (<http://www.suffolkva.us/proposals/index.jsp>). It is the offeror's responsibility to check the website or contact the Purchasing Division prior to the submittal deadline to ensure that the offeror has a complete, up-to-date package. Acknowledgement of all issued Addenda shall be indicated on the proposal form in the appropriate spaces.

Q1: Where is the form referred to in the above paragraph?

A2: There is not a form regarding acknowledgement of the addenda. Offerors are responsible for including any changes or updates to the RFP in their proposal.

Contract Officer:


Jay Smigielski, Purchasing Agent,

If you have any questions regarding this Addendum, please contact Jay Smigielski, Purchasing Agent at jsmigielski@suffolkva.us

It is the responsibility of the offeror to ensure they have read and incorporate all addendums in their proposal.