



OFFICE OF COUNTY PURCHASING

April 29, 2013

**BID 2013-305
ADDENDUM NO. 1**

The following clarifications, corrections, additions, deletions, revisions, modifications and/or changes shall be made to **COMAL COUNTY RFP #2013-305 INDIGENT DEFENSE PROGRAM RESEARCH AND EVALUATION CONSULTANT** and considered hereinafter to be part of the contract documents.

1. OFFEROR'S AFFIRMATION PAGE:

- A. Delete "****This page must be page 1 of the proposal, or the proposal may be rejected****"

2. ARTICLE IV, RESPONSE SUBMISSION REQUIREMENTS:

Remove and replace Page 16 with corrected Page 16 (attached hereto and incorporated by reference).

3. APPENDIX D, Proposal Submittal Checklist (Page 24) - Please make the follow additions/revisions/corrections:

A. Remove:

- References of like projects: Identification of five (5) references for which the Offeror is providing or has provided the services and/or goods of the type requested, including the name, position, and telephone number of a contact person at each entity with a copy of the work product for each reference.

Replace with:

- APPENDIX A - References of like projects: Identification of three (3) references for which the Offeror is providing or has provided the services and/or goods of the type requested, including the name, position, and telephone number of a contact person at each entity with a copy of the work product for each reference.

B. Remove:

- Conflict of Interest Questionnaire

Replace with:

- APPENDIX B - Conflict of Interest Questionnaire

C. Remove:



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Proposal Affidavit

Replace with:

APPENDIX C - Proposal Affidavit/Acknowledgement of Addenda

D. Remove:

Signature Page

Replace with:

Offer's Affirmation Page

4. REVISED DUE DATE/TIME: May 6, 2013, 12:00 P.M.

A signed copy of this Addendum must be acknowledged and returned before the bid due date and time. You may include this Addendum with the Bid response, e-mail to purrijw@co.comal.tx.us, or fax to 830-608-2031.

Addendum No. 1 Acknowledged by:

Name

Date

Company

opinion of the Offeror are equivalent or superior to those specifically requested, any such differences must be noted in the Executive Summary. However, the Offeror must realize that failure to provide the services specifically required may, at Comal County's sole discretion, result in disqualification of the Proposal.

The Offeror also must indicate why it believes that it is the most qualified Offeror to provide the services described in this RFP. The Successful Offeror must demonstrate extensive experience in and understanding required in order to carry out the intent of this project. The Offeror must describe in detail the current and historical experience the Offeror and its subcontractors have that would be relevant to completing the project. References must contain the name of key contacts and a telephone number. The Offeror must briefly state why it believes its proposed services and/or goods best meet Comal County's needs and RFP requirements, and the Offeror also must concisely describe any additional features, aspects, or advantages of its services and/or goods in any relevant area not covered elsewhere in its Proposal.

- D. Offeror's Proposal and Response to Criteria
- E. References from similar projects: Identification of three (3) references for which the Offeror is providing or has provided the services and/or goods of the type requested, including the contact name, position, address, and telephone number. Please include a summary of the work product provided. (Appendix A)
- F. Conflict of Interest Questionnaire (Appendix B of RFP)
- G. Proposal Affidavit (Appendix C of RFP)
- H. Offeror's Affirmation Page (This page may be incorporated as the first or the last document in the Offeror's response.)