



Request for Proposals 2024-069

Child Support Enforcement Services

ADDENDUM No. 1

ISSUE DATE: March 27, 2024

Responding Offerors on this project are hereby notified that this Addendum shall be made a part of the above named RFP document.

The following items add to, modify, and/or clarify the RFP documents and shall have the full force and effect of the original Documents. This Addendum shall be acknowledged by the Offeror in the RFP document.

Add/Delete Section

1. **Delete:** Section 5.2 Proposal Format, 3rd Paragraph: "Proposals must not exceed 25 pages, 8 1/2" x 11" with one (1) inch margins typed with Arial or Times New Roman font, and text size minimum of eleven (11) points. All proposals must include titles that correspond with the bolded sections and subsections to which the information pertains. *Charts and screenshots are not restricted to formatting requirements; however, please use your judgment for decipherability. Resumes do not count against the 25 total proposal pages.*"

Add: Section 5.2 Proposal Format, 3rd Paragraph: Proposals must not exceed 50 pages, 8 1/2" x 11" with one (1) inch margins typed with Arial or Times New Roman font, and text size minimum of eleven (11) points. All proposals must include titles that correspond with the bolded sections and subsections to which the information pertains. *Charts and screenshots are not restricted to formatting requirements; however, please use your judgment for decipherability. Resumes, tabs, divider sheets, and required forms do not count against the 50 total proposal pages.*

2. **Delete:** Item 5.2.6, Section F References, 1st Sentence: "List three (5) client references with which you have had contracts currently or within the past three (3) years for this service. Please provide the following for each client:"

Add: Item 5.2.6, Section F References, 1st Sentence: List five (5) client references with which you have had contracts currently or within the past three (3) years for this service. Please provide the following for each client:

End of Add/Delete Section

Questions/Answers Section

1. RFP Requirement, Proposal format, page 12 - Would the County consider increasing the limit to 50 pages inclusive of only Sections B, C, and E, in the limitation?

Answer: See Add/Delete Section.

2. RFP Requirement 5.2.6, Section F, References, Page 14 - This section reads: "List three (5) client references . . ." Please clarify if bidders are to provide three or five references.

Answer: 5 References. See Add/Delete Section.

End of Questions/Answers Section

End of Addendum No. 1