



March 16, 2020

ADDENDUM NO.: One

TO ALL OFFERORS:

REFERENCE: Request for Proposal No: **RFP# AHK-1074**
Dated: **2/27/2020**
Commodity: **Custom Built Technology Consoles**
RFP Closing On: **March 18, 2020 @ 2:00 p.m.**

Please note the clarifications and/or changes made on this proposal program:

1. **QUESTION:** **My understanding from this RFP is that I need to provide you with 6 hard copies of my proposal. I'm wondering how JMU's suspending classes affects your office hours and whether I can drop off these copies on Wednesday morning. Or will digital PDF copies be OK given the current circumstances?**

ANSWER: The Procurement Services Office will remain open during regular business hours for the foreseeable future and there will be no changes to how the University is accepting proposals for this solicitation.

2. **QUESTION:** **Contractor Registration on page 18, requests that we be classified as a Licensed Contractor in Virginia. Is this a definite requirement even though we will be providing a pieces of furniture that will essentially movable and not necessarily 'built-in' on this contract?**

ANSWER: Clarification: While this solicitation highlights the University's desire to contract with a vendor to provide free-standing technology consoles; Section B of the Statement of Needs requests offerors to include information on their ability to provide custom products, such as built-ins, cabinetry, etc. Any purchase orders resulting from a contract award that relate to work be done to or attached to an existing University building or wall, the vendor must hold a valid VA Contractor's License. The University does not require an offeror to hold a VA Contractor's License to provide "free-standing" furniture pieces.

Signify receipt of this addendum by initialing "*Addendum #1* _____" on the signature page of your proposal.

MSC 5720
752 Ott Street, Room 1042
Wine Price Building
Harrisonburg, VA 22807
Office of 540.568.3145 Phone
PROCUREMENT SERVICES 540.568.7935 Fax

Sincerely,

A handwritten signature in blue ink, appearing to read 'A. Korn', with a stylized flourish at the end.

Annie Korn
Buyer Senior
Phone: (540-568-3133)