



February 11, 2021

**ADDENDUM NO.: One**

**TO ALL OFFERORS:**

**REFERENCE:** Request for Proposal No: **RFP# LBS-1096**  
Dated: January 27, 2021  
Commodity: Off-Campus Housing Online Database/Listings Site  
RFP Closing On: **February 25, 2021 at 2:00 pm EST**

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

1. Question: Reference Section V, Part B, Question 8 of RFP# LBS-1096 that asks, "Identify the amount of sales your company had during the last twelve months with each VASCUPP Member Institution. A list of VASCUPP Members can be found at: [www.VASCUPP.org](http://www.VASCUPP.org)"

We currently partner with several institutions that are VASCUPP members but offer our service to all of these institutions at no cost. We read this question as if it is asking if the institutions are purchasing the software from us, which they are not. What is an appropriate response for this question?

**Answer: JMU defines "sales your company had" as the gross revenue collected by your firm from each VASCUPP institution.**

2. Question: The Cover Sheet states, "Signature in ink" below the signature line. Given that we are working remotely right now is it acceptable to sign this document and the other attachments via electronic signature?

**Answer: Hardcopy proposal submission is required but the proposal submission may contain electronic signature on the cover sheet and attachments.**

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

Sincerely,

LeeAnne Beatty Smith  
Buyer Senior  
Phone: 540-568-7523

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