



July 11, 2023

To: All Potential Bidders

From: Kelly Vu, Business Services Supervisor

Re: Addendum #1, RFP # SS-11-23

The purpose of this addendum is to revise the components of the Request for Proposal (RFP) for Sales Services. All terms and conditions of the original RFP remain unchanged.

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Document to be revised as follows:

**1. RFP, PART II, GENERAL INFORMATION**

Page 5, Section E. TENTATIVE SCHEDULE

**Original:** “\*The mandatory walk-through is to give Bidders a further understanding of the venue and venue requirements.”

**Change To:** “\*The **optional walk-through** is to give Bidders a further understanding of the venue and venue requirements.”

All other terms and deadlines remain unchanged.

To comply with the Addenda (Addendum) requirements we are asking that bidders to either reply to this email such as “Received RFI #1, Addendum #1” or acknowledge on the Financial Proposal Bid Form on the right-hand corner with “Received RFI #1, Addendum #1”. We will consider both options as confirmation.

Thank you.

*-End Addendum #1-*