

February 16, 2016

TO: All Bidders

RE: Request for Proposal RFP 2016-08

### **ADDENDUM NO. 1**

This **ADDENDUM #1** forms part of Moore County's Request for Proposal for Copy Management Program Services for the County of Moore. All requirements of the original specifications remain in effect in their respective order. **Receipt of this Addendum must be acknowledged by its inclusion with the Proposal Form and noted as an inclusion on the sealed envelope.**

**The following changes and/or clarifications are hereby made to the original Proposal:**

1. Question: In reference to RFP 2016-08 on page 3; a pre-bid conference is mentioned. There is no further information about this conference included in the RFP. This would be an important part of this process, as the current fleet configuration is quite complex and no information about the scanners is provided. Please let me know if a pre-bid conference will be taking place.

Answer: A site visit for potential bidders will be held 9:00 am Wednesday February 24, 2016 beginning at the Information Technology office located at 206 South Ray Street, Carthage, NC 28327. Site visit is not mandatory. The deadline for questions regarding the proposal will be extended to 10:00 am Monday February 29, 2016.

Proposals are due to Terra Vuncannon at 206 South Ray Street Carthage NC 28327 by 4:00 pm March 16, 2016.

**END OF ADDENDUM NO. 1**

Terra Vuncannon  
Purchasing Manager  
County of Moore