



**ADDENDUM NO 1**

DATE: March 31, 2023  
ITB: **RFP 23-50TM Preparation of the Cap Report**  
DATE ISSUED: March 14, 2023  
BID DUE: **April 6, 2023 at 11:00 a.m. est**  
SUBJECT: **To provide responses to questions received.**  
Ladies/Gentlemen:

Addendum #1 is being issued to provide responses to questions received.

**1. Question: Required Forms:** Attachment D – We assume that Attachment D is not required if the proposed contract value is under \$100,000. Is this assumption correct?

Response: If Attachment D does not apply to you, then please write n/a on the form and sign it. The forms must accompany the proposal.

**2. Question: Required Forms:** Attachment E - Is Attachment E to be signed and returned with the proposal?

Response: Yes

**3. Question: General:** What is the current price of the contract?

Response: This is a request for proposal. We are looking to the vendor to tell us how much this will cost and how to put it in place.

**4. Question: General:** Who is the current provider?

Response: MGT Consulting

**5. Question: General:** Is there a preferred timeline outside of the state’s year-end deadline?

Response: Refer to Scope of Contract which outlines the Proposed Deadlines.

**6. Question: General:** Has there been any difficulty completing the plan in the desired timeline?

Response: No

***Bidders must take due notice and be governed accordingly. This addendum must be acknowledged as indicated in the Request for Proposal or your Bid may not be considered.***

***All other terms and conditions must remain the same.***

***For the City of Hampton***

*Tammy Martin*

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