



**DALLAS COUNTY
PURCHASING DEPARTMENT**

Founders Square
900 Jackson Street * 6th Floor * Suite 680
Dallas, Texas 75202
DANIEL R. GARZA
Purchasing Director

August 4, 2017

ADDENDUM No. 1

RFP No. 2017-059-6683

Request for Proposal for Temporary Staffing Services

Whereas, the **RFP Due Date/Time, is hereby amended/revised to read as follows:**

RFP Due Date/Time: August 31, 2017@ 2:00 P.M, Local Time (Dallas, Texas) Central Time Zone

Whereas, a **2nd Voluntary Pre-Proposal Conference will be held on Wednesday, August 09, 2017 @10:00 a.m. at the George L. Allen Sr. Courts Building, 600 Commerce Street, 2nd Floor, Room 220A&B, Dallas, Texas 75202**

Whereas, **Page 7, Item 3.2 Submission of Questions, First Paragraph, is hereby amended/revised to read as follows:**

All questions, inquiries and requests for clarification concerning the RFP documents must be submitted in writing to Gloria McCulloch, Assistant Purchasing Director, by mail, fax or via email. The deadline for submission of all questions, inquiries or requests for clarification are due on or before August 11, 2017, 12:00 Noon, Local Time (Dallas, Texas) Central Time Zone.

Whereas, **Page 8, Item 4.2.3, First Paragraph, is hereby amended/revised to read as follows:**

***Written Questions, Inquiries and Requests for Clarification:** All questions, inquiries and requests for clarification pertaining to this RFP must be submitted in writing no later than August 11, 2017, 12:00 Noon, Local Time (Dallas, Texas) Central Time Zone, and must be directed by mail, fax 214.653.7449 or via e-mail (Gloria.McCulloch@dallascounty.org) to Gloria McCulloch as indicated in Section 4.1 of this RFP.*

Whereas, **Page 9, Item 4.3, Proposal Errors and Omissions, is hereby amended/revised to read as follows:**

***4.3 PROPOSAL ERRORS AND OMISSIONS** Due care and diligence has been used in the preparation of this information, and it is believed to be substantially correct to secure comparable Proposals. If a Proposer discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, he/she shall immediately notify the County Procurement Coordinator of such errors in writing and request modification or clarification of the document. Any modification made to this RFP will be issued as an addendum to the solicitation and will be posted on the Dallas County website:*

<https://www.dallascounty.org/department/purchasing/currentbids.php>

Any and all errors, omissions, or inconsistencies in the specifications are to be reported no later than August 11, 2017, 12:00 Noon, Local Time (Dallas, Texas) Central Time Zone.

Whereas, **Page 23, Item 8.2, is hereby amended/revised to read as follows:**

Proposer must certify that it has an administrative business office located within "Dallas County" or the Dallas-Fort Worth Metroplex within a fifty (50) mile radius of 1201 Elm Street, Dallas, Texas 75270. (Please provide the physical address of the administrative business office, including the city and zip code)

Whereas, **Page 24, Item 8.3, is hereby amended/revised to read as follows:**

8.3 Proposer shall provide at least five (5) or more verifiable client/company references, preferably from public or government entities who have received similar services as outlined in the RFP within the past five (5) years. Clients/Companies shall not be within the Proposer's own organization or subsidiary. Each client/company reference must include the following information:

- Client/Company Name
- Client/Company Physical Address (including city and zip code)
- Contact person(s) name
- Contact telephone number(s)
- Contact fax number
- E-mail address (if available)
- The dollar amount/value of the contract
- The dates of performance (i.e.: Project Start and End Date)
- Description of Project Scope of Work or Type of Services Provided

Except as provided herein/above, all other specification requirements of the original solicitation referenced shall remain unchanged and in full force and effect. This addendum should be signed and returned with your RFP package on or before August 31, 2017@ 2:00 P.M, Local Time (Dallas, Texas) Central Time Zone.

This addendum is hereby acknowledged, understood and considered in our proposal.

Printed Name: _____

Signature of Authorized Representative: _____

Title: _____

Company: _____