



1112 Manatee Ave. West  
Bradenton, FL 34205  
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## Solicitation Addendum

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Addendum No.: 1  
Solicitation No.: 20-R075104BB  
Solicitation Title: Time & Attendance and Leave Management System  
Addendum Date: September 24, 2020  
Procurement Contact: Brooke Baker

**RFP No. 20-R075104BB is amended as set forth herein. This addendum is hereby incorporated in and made a part of RFP No. 20-R075104BB.**

### **CHANGE TO:**

#### **ADVERTISEMENT; DATE, TIME AND PLACE DUE**

The Due Date and Time for submission of Proposals in response to this RFP is October 2, 2020 at 12:00 P.M. ET. Proposals must be delivered to the following location: Manatee County Administration Building, Procurement Division, 1112 Manatee Avenue West, Suite 803, Bradenton, FL 34205 prior to the Due Date and Time.

### **CHANGE TO:**

#### **SECTION A, INSTRUCTIONS TO PROPOSERS; A.01, PROPOSAL DUE DATE**

The Due Date and Time for submission of Proposals in response to this RFP is October 2, 2020 at 12:00 P.M. ET. Proposals must be delivered to the following location: Manatee County Administration Building, Procurement Division, 1112 Manatee Avenue West, Suite 803, Bradenton, FL 34205 and be time stamped by a Procurement representative prior to the Due Date and Time. Proposals will be opened immediately following the Due Date and Time at the Manatee County Administration Building, Procurement Division, Suite 803.

### **CHANGE TO:**

#### **SECTION A, INSTRUCTIONS TO PROPOSERS; A.36, SOLICITATION SCHEDULE**

The following schedule has been established for this Solicitation process. Refer to the County's website ([www.mymanatee.org](http://www.mymanatee.org) > Online Services > Bids & Proposals) for meeting locations and updated information pertaining to any revisions to this schedule.

Scheduled Item	Scheduled Date
Question and Clarification Deadline	<u>September 16, 2020</u>
Final Addendum Posted	<u>September 25, 2020</u>
Proposal Due Date and Time	<u>October 2, 2020 by 12:00 P.M. ET</u>
Technical Evaluation Meeting No. 1	TBA
Technical Evaluation Meeting No. 2	TBA
Interviews/Demonstrations/Presentations	TBA
Final Technical Evaluations	TBA
Projected Award	<u>December of 2020</u>

NOTE: Items that are ~~struck through~~ are deleted. Items that are underlined have been added or changed. All other terms and conditions remain as stated in the RFP.

**END OF ADDENDUM**

**INSTRUCTIONS:**

Receipt of this addendum must be acknowledged as instructed in the solicitation document. Failure to acknowledge receipt of this Addendum may result in the response being deemed non-responsive.

AUTHORIZED FOR RELEASE