

CITY OF CHARLOTTESVILLE
PROCUREMENT AND RISK MANAGEMENT



DATE: July 6, 2020
ADDENDUM NO. # 3
NUMBER OF PAGES: 1
SOLICITATION REFERENCE: RFP#TEMP SERVICES/20-20
TITLE TEMPORARY PERSONNEL SERVICES
BIDS/PROPOSALS DUE: ~~June 26, 2020~~ **NEW DATE- JULY 13, 2020**

This addendum has been issued to address the following:

1. Reference Page 1, Proposal Due Date: Change to read “Sealed Proposals Will Be Received Until 4 p.m., July 13, 2020.”

Due to restrictions surrounding the COVID-19 pandemic, public access to City facilities is currently prohibited. The mailing of proposals is preferred, but if a proposal is hand delivered, it may ONLY be hand delivered on July 13, 2020 at the Procurement and Risk Management Services office located at 325 4th ST NW, CHARLOTTESVILLE, VA between the hours of 3:00 PM AND 4:00 PM (local prevailing time). ALL HAND DELIVERED PROPOSALS MUST BE SUBMITTED AT THIS LOCATION PRIOR TO 4:00 PM (local prevailing time). Proposals will not be accepted at any other building access location. Proposals will be date and time stamped upon receipt and retained unopened in a secure location until proposal opening. No consideration will be given to date of postmark or error in delivery to incorrect address. It is the responsibility of the Offeror to ensure timely and correct delivery of their proposal regardless of the chosen delivery method.

While on City property Offerors are expected to adhere to Governor Ralph Northam’s restrictions and social distancing rules must be observed.

Note: A signed acknowledgment of this addendum must be received at the location indicated on the solicitation either prior to the solicitation due date and hour or attached to your bid/proposal. Signature on this addendum does not substitute for your signature on the original bid/proposal document. The original bid/proposal document must be signed.

Respectfully,
Corey S. Richie, VCO
Corey S. Richie, VCO
Buyer II- Contracting Specialist

Name of Bidder/Offeror

Signature & Title

Date

