

CITY OF CHARLOTTESVILLE
Procurement and Risk Management



DATE: November 8, 2021
ADDENDUM NO. 1
NUMBER OF PAGES: 1
SOLICITATION REFERENCE: 22-35
TITLE CPD SCHEDULING SOFTWARE
BIDS/PROPOSALS DUE: November 19, 2021

This addendum has been issued to address the following:

1. Reference Page 3, Statement of Needs: Under section titled *Employees should be able to*, add “An example of an off duty assignment would be a 3rd party vendor that hires an officer to provide security.”
2. Reference Page 3, Statement of Needs: Add “On-Duty and Off-Duty assignments should be shown on the same platform”
3. Reference Page 4, Statement of Needs: Under section titled *Optional Functionality*, add “Back fill capability for all sworn and civilian employees.”
4. Reference Page 4, Statement of Needs: Under section titled *Optional Functionality*, add “SAP integration”

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,

Dillon Smith
Buyer II

Name of Bidder/Offeror

Signature & Title

Date