



**ADDENDUM #2 to RFP#13-03APR20
E-PROCUREMENT SERVICES**

Boone County Purchasing

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BOONE COUNTY, MISSOURI

Request for Proposal 13-03APR20 – E-Procurement Services

ADDENDUM # 2 - Issued March 25, 2020

**Prospective offerors are hereby notified of the following revisions to
Request for Proposal 13-03APR20:**

1. **ADD** the following **NOTES** to Notice of Request for Proposal information on page 2 of the subject RFP and references throughout the subject RFP:

NOTE: Due to limitations of the Information Technology Department's time and resources, the County will not consider any electronic procurement services except for a subscription type service. The County will not consider any solution that involves a time commitment from the IT Department.

NOTE: Effective March 25, 2020 access to all Boone County government buildings are restricted to "employees-only". It is suggested that Offerors submit sealed proposals by USPS.

2. The County received the following questions and is providing a **response**:

Typically, for a Software as a Service contract, the state or county will commit to at least a 3-year contract. The implementation typically takes around 16 weeks so it's not practical to sign a contract that would only go through December 31, 2020. The pricing is much more favorable if there is a multi-year commitment. Is there any flexibility in your contract commitment?

The County is seeking a year-to-year subscription service for electronic procurement services.

With the current crisis, will the submission date be delayed?

The County is not planning on moving back the deadline unless the due date is a hardship for a potential Offeror and there is a request.

Is there a budget, or budget range, assigned to this project?

No, there is no budget assigned to this project.

How many active, procurement project administrators will be in the platform? I.e. those in purchasing running solicitations.

There are four members on our purchasing team: The Director, two Buyers, and a Purchasing Assistant.

Approximately how many active contracts does the County manage today?

Approximately 300

3. REMOVE Paragraph 2.9. Data Migration

This addendum is issued in accordance with the RFP paragraph 3.8 and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum should be acknowledged and submitted with Offeror’s Proposal.

By: 
Robert Wilson, Buyer
Boone County Purchasing

The OFFEROR has examined **Addendum #2** to Request for Proposal #13-03APR20 – **E-Procurement Services** receipt of which is hereby acknowledged:

Company Name: _____

Address: _____

City & State: _____

Phone Number: _____ Fax Number: _____

E-mail: _____

Authorized Representative Signature: _____ Date: _____

Authorized Representative Printed Name: _____