



**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: \_\_\_\_\_