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

Boone County Purchasing
613 E. Ash Street, Room 109
Columbia, MO 65201
Robert Wilson, Buyer
Phone: (573) 886-4393 – Fax: (573) 886-4390
Email: rwilson@boonecountymo.org

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: ________________________