



## Department of Purchasing

100 N. Main Street, 2<sup>nd</sup> Floor  
Suffolk, VA 23434  
(757) 925-6762 Fax (757) 925-6763

March 17, 2022

To All Interested Parties:

**Subject: Addendum #4, Request for Proposal – Website Design, Hosting and Support/Mass Communication Solutions**

### **ADDITIONAL INFORMATION**

It is expected that the shortlisting process will conclude the week of April 18, 2022. We ask that all proposers making the shortlist be willing to block off time for in-person demonstrations for during the week of April 25, 2022.

After demonstrations the committee will select companies for additional negotiations and potentially a second round of interviews.

### **MINOR REVISIONS TO THE RFP**

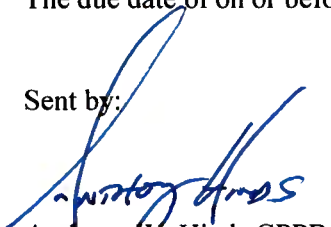
Area titled “Selection of Offeror” is actually Section V  
Section II Item B should refer the proposers to Section VI, Item AA.

Nothing herein changes the requirements found in the RFP. The SCC ID number or justification is required to be awarded the contract and a certificate insurance upon award is still also required as a part of the RFP.

As this is simply additional information and minor RFP form changes which do not impact price or delivery of service and only provide additional information for planning purposes, it is not required to sign this addendum.

The due date of on or before March 22, 2022 at 2:00 PM remains unchanged in the issuance of this addendum.

Sent by:



Anthony W. Hinds CPPB  
Purchasing Manager