



ADDENDUM NO. 1

DATE: June 13, 2019
TO: All Prospective Proposers
FROM: Keisha Carnahan
SUBJECT: Addendum No. 1 - RFP P18303 – Service Awards and Employee Recognition Program

Certain revisions, additions, and modifications are hereby incorporated into the Request for Proposal (RFP) Documents. Proposer must sign FORM 7 - ACKNOWLEDGMENT OF ADDENDA to indicate receipt of Addendum. Please list each Addendum received, sign, date and submit with your proposal in order for your proposal to be accepted.

The Change is as follows:

1. Delete:

E. SUBMISSION OF PROPOSALS: All Proposals must be submitted to the Designated Point of Contact no later than **3:00 p.m. PT on the date posted in the RFP Schedule**. Proposals received after the above specified date and time will be returned to the Proposer unopened.

Replace:

E. SUBMISSION OF PROPOSALS: All Proposals must be submitted to the Designated Point of Contact no later than **2:00 p.m. PT on the date posted in the RFP Schedule**. Proposals received after the above specified date and time will be returned to the Proposer unopened.