



# TOWN OF GREENWICH

Purchasing Department (203) 622-7881 Fax: (203) 622-7776  
Town Hall • 101 Field Point Road • Greenwich, CT 06830

September 28, 2011

## **\*\*ADDENDUM #1\*\***

### **TOWN OF GREENWICH**

#### **REQUEST FOR PROPOSAL #6836 DEADLINE: 10/26/11 AT 3:00 P.M.**

#### **CONSULTANT SERVICES TO PERFORM AN ADMINISTRATIVE CONSOLIDATION STUDY**

Please see below the received questions and associated answers for Request For Proposal Number 6836:

1. Does the Town have a timeframe in mind for final delivery of all analysis and reports related to this RFP?

Answer: The Town's timeline is flexible but we would expect a report within four to six months (February to April of 2012).

2. In the Scope of Services section of the RFP it states that the consultant will provide/examine the feasibility, practicality and potential benefits of implementing a 311 system. Is there an intention (or at least the possibility) that the implementation requirements for this data collections system will be part of a future bid?

Answer: There is a possibility that the implementation of a 311 system will be the focus of a future RFP.

3. If so, would the awarded vendor for the consulting portion of this project be precluded from bidding on a potential future implementation phase?

Answer: The awarded consultant shall not be precluded from submitting a proposal for the implementation of a 311 system, as long as the 311 recommendation is broad and not specific so as to possibly exclude other respondents to a 311 system implementation RFP.

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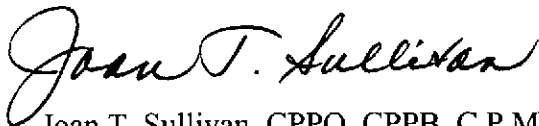
**Page 2**

The change below is to be made to the RFP:

On page 11, under section entitled "Proposal Format and Requirements", the sentence "Respondents shall deliver one (1) complete paper original proposal, 1 (8) complete photocopies....." is changed to "Respondents shall deliver one (1) complete paper original proposal, **eight (8)** complete photocopies.....".

**ALL OTHER SPECIFICATIONS, TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL REMAIN UNCHANGED.**

Regards,



Joan T. Sullivan, CPPO, CPPB, C.P.M.  
Director of Purchasing & Administrative Services

JTS:ss

cc: John Crary  
Peter Mynarski