



April 7, 2016

**ADDENDUM NO. 001
REQUEST FOR PROPOSALS 2016-007
INSURANCE BROKERAGE SERVICES**

Prospective proposers and all concerned are hereby notified of the following changes in the Request for Proposals document "Insurance Brokerage Services". These changes shall be incorporated in and shall become an integral part of the RFP documents.

Addendum Item No. 1

The due date for bids has been extended to no later than 2:00 p.m., April 27, 2016, Eastern Time. Late submissions will not be accepted.

This Addendum No. 1 consists of one (1) page.

All other terms and conditions of the RFP remain the same.

A handwritten signature in cursive script, reading "Laurie A. Sirois", is written over a horizontal line.

Laurie A. Sirois
Manager of Grants, Contracts and
Procurement

END OF ADDENDUM NO. 1