



ADDENDUM NO. 1 UNDERWRITING SERVICES

October 29, 2021

Request for Qualifications (RFQ) No. R22-0004 is modified as set forth in this Addendum No. 1. The original RFQ remains in full force and effect, except as modified by this Addendum, which is hereby made part thereof and subject to all applicable requirements hereunder as if originally shown and/or specified. Proposers shall take this Addendum into consideration when preparing and submitting proposals.

The RFQ is hereby revised per the following:

1. **Table 1 (RFQ Schedule) shall be modified as shown in redline changes:**

ACTIVITY	DATE/TIME
RFQ issued.	October 13, 2021
Deadline for proposers to submit questions. All questions must be directed by email to the Sole Point of Contact.	October 25, 2021 12:00 p.m.
Final Addendum issued, if necessary. Proposers may sign up for RFQ email notifications using the RFQ Registration Form identified in the cover letter of this RFQ.	October 29 <u>November 5</u> , 2021
Due Date for SOQ submittal and Reference Questionnaires. LATE SUBMISSIONS WILL NOT BE ACCEPTED. References shall submit the web-based Reference Questionnaire (identified in the cover letter of this RFQ) by or before this deadline.	November 5 <u>November 15</u> , 2021 12:00 p.m.
Anticipated Submittal Review. Selection Review Panel evaluates SOQs and develops short list of firms to interview, if necessary.	November 18 <u>November 29</u> , 2021
Interviews, if necessary.	November 30 <u>December 9</u> , 2021
<ul style="list-style-type: none"> • Enter negotiations with top-ranked firm(s), or • Issue mini-RFP(s) to the pre-qualified list of eligible consultants. 	As early as December 2021

Approved for issuance:

Patricia Reavey
Deputy Executive Director of Finance and Administration