



#3166 MUNICIPAL COURT COLLECTIONS - ADDENDUM #1

Addendum #1 dated October 10, 2019 is issued to:

A) TO MODIFY THE SOLICATION DOCUMENTS AS FOLLOWS:

1. On Page 1 of the RFP, the Zip Code for City of Lynnwood, Procurement Service Section, is listed as 98036. On Page 12, the "Proposal Label" is listed as 98046. Can the City please confirm which Zip Code vendors should use for delivery of the proposal via FedEx?
 - Please use the attached corrected Proposal Label for your submittal:

URGENT – SEALED PROPOSAL ENCLOSED Do Not Delay – Deliver Immediately	
U R G E N T	 City of Lynnwood Procurement and Central Services Division 19100 44 th Ave W Lynnwood, WA 98036
	Proposal Number. 3166/G.MEADS
	Proposal Title MUNICIPAL COURT COLLECTIONS
	Opening Date October 24, 2019, 2:00 p.m.
	Firm Name
U R G E N T	

B) ANSWER QUESTIONS REGARDING THIS SOLICATION:

1. Understanding that the Original is to be unbound, is it acceptable for the vendor to submit the four copies in 3-ring binders?
 - Yes, 3-ring binders would be acceptable.
2. Section 1.14 B.1. on Page 6 of the RFP says, "Proposers shall submit with their proposal an exact duplicate of the original proposal, compact disk or flash drive Adobe Acrobat™ format, and in native format." Can you please clarify what you mean by "native format"?
 - Please be sure to submit your proposal in both Adobe Acrobat and the format it was originally created (i.e. MS Word, Excel, etc.).

All other terms and conditions remain unchanged.

Ginny Meads, PMP
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