



ADDENDUM # 1
RFP #04-21 FINANCE DIRECTOR SERVICES
AUGUST 24, 2020

The City of Hopewell has issued Addendum #1 for RFP# 04-21 Finance Director Services in response to questions received.

1). Do you anticipate extending the bid due date?

We do not anticipate extending the bid date.

2). What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?

The evaluation of proposals is located on page 7, section 4. Proposal Evaluation Criteria.

3). Was this bid posted to the nationwide free bid notification website www.mygovwatch.com?

The RFP was not posted on the website above.

4). Other than your own website, where was this bid posted?

The RFP was posted on the City of Hopewell Website and the Virginia Department of General Services electronic procurement website, eVA.

5. While we have done similar assignments for municipalities for more than 20 years we don't have any local experience as most of the work we have done internationally. In that case would our references count meet your expectation?

Experience working in the state of Virginia is preferred.

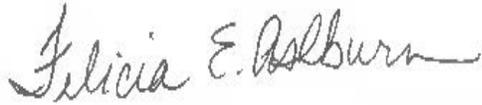
6. You have specifically indicated that the respondents must be familiar with MUNIS Accounting System. Would knowledge of other similar accounting systems be considered?

Knowledge of similar systems will be considered, however experience with Tyler/MUNIS Accounting System, which the City's accounting/finance system, is preferred.

For procurement information regarding the above project, please contact:

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Please sign and include this form as part of your proposal response to verify receipt of Addendum # 1.



Felicia Ashburn, Acting Procurement Officer

Signature of Receipt of Addendum # 1

Date

Company Name