

**This Addendum  
issued on 12/29/2015**



## **Addendum to RFP # 2016-01-CLK Minutes Automation and Document Management Solution**

Please be advised the response deadline for Request for Proposal (RFP) # 2016-01-CLK has been changed from 3:00 p.m. Eastern Time on January 18, 2016 to **3:00 p.m. Eastern Time on January 20, 2016**, due to the Martin Luther King Holiday.

Page 1 of the RFP, under 'Instructions to Proposers,' the instructions should now read "Proposers desiring to provide services, as described in this Request for Proposal (RFP) must submit one (1) paper original and one (1) electronic copy (preferably as a pdf on a jump drive or CD) no later than **3:00 p.m. Eastern Time on January 20, 2016.**" Please note the remainder of the instructions remains unchanged.

Page 4 of the RFP, Section 1.1 Submittal Requirements, should now read "B. Date of Opening: January 20, 2016."