



ADDENDUM NO. 1

DATED WEDNESDAY, OCTOBER 28, 2020 TO REQUEST FOR PROPOSALS 20-51 FOR OFFICE 365 IMPLEMENTATION SERVICES FOR THE CITY OF BLOOMINGTON, MN

The following clarifications, amendments, additions, revisions, changes and modifications change the original Request for Proposal only in the amount and to the extent hereinafter specified in this Addendum. Each Proposer shall acknowledge receipt of this Addendum in its proposal response.

The following questions were submitted to the City:

1. Is an extension to the due date of the RFP and the project start date possible?

Answer: The City is extending the due date by one week. The new due date and time for this project is Monday, November 16, 2020 at 11:00am.

2. Whether companies from Outside USA can apply for this? (like, from India or Canada)

Answer: The City does not exclude companies from outside the USA from consideration. However, please see answer to question two (2) for additional clarification.

3. Whether we need to come over there for meetings?

Answer: City staff takes the position that local meetings at the start of the project, at various milestones, and before acceptance of the final deliverables, enhances the process and helps to ensure effective and efficient communications between the vendor and the City during the project.

The quality of a proposal will be judged in part on the vendor's ability to demonstrate a strong commitment to good communication with the city, in person if feasible, or by some other means described by the vendor that would provide equivalent effectiveness in the judgment of the staff evaluating the proposals.

4. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)

Answer: Please see the answer to question two (2) for additional clarification.

5. Can we submit the proposals via email?

Answer: *No electronic submittals will be accepted. Please see page two (2) and three (3) of the Request for Proposal (RFP) for details on submittal requirements.*

6. Would vendors have remote access to your on-premise environment for the migration?

Answer: *The selected vendor would work with internal IT staff to define, and provide remote access to systems for the purpose of data migration and changes to the environment.*

7. I'm presuming the cutoff date/time for submitting Inquiries is 11/2 close of business. Is that correct?

Answer: *The cutoff date/time for submitting inquiries is 5:00pm CDT on Monday, November 9, 2020.*

CITY OF BLOOMINGTON



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