

**ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT**

ADDENDUM NO. 2

Arlington County RFP No. 21-HRD-RFP-479 for Countywide Training, General Training, Diversity/Equity Training, Computer Training, Virtual Training, Webinars, Executive Coaching and Organizational Development Services is amended as follows:

AMEND AUDIT TO READ AS FOLLOWS: (pg.34):

33. AUDIT

The Contractor must retain all books, records and other documents related to this Contract for at least five years, **or such period of time required by the County's funding partner(s), if any, whichever is greater**, after the final payment and must allow the County or its authorized agents to examine the documents during this period and during the Contract Term. The Contractor must provide any requested documents to the County for examination within 15 days of the request, at the Contractor's expense. Should the County's examination reveal any overcharging by the Contractor, the Contractor must, within 30 days of County's request, reimburse the County for the overcharges and for the reasonable costs of the County's examination, including, but not limited to, the services of external audit firm and attorney's fees; or the County may deduct the overcharges and examination costs from any amount that the County owes to the Contractor. If the Contractor wishes to destroy or dispose of any records related to this Contract (including confidential records to which the County does not have ready access) within five years after the final payment, **or such period of time required by the County's funding partner(s), if any, whichever is greater**, the Contractor must give the County at least 30 days' notice and must not dispose of the documents if the County objects.

The Purchasing Agent may require the Contractor to demonstrate that it has the necessary facilities, ability, and financial resources to comply with the Contract and furnish the service, material or goods specified herein in a satisfactory manner at any time during the term of this Contract.

RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR PROPOSAL:

OFFEROR ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER 2.

FIRM NAME:

**AUTHORIZED
SIGNATURE:**

DATE:

The balance of the solicitation remains unchanged.

Arlington County, Virginia
Vanessa Moorehead
Procurement Officer
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