



Portales Municipal School District
Chief Procurement Office
LC Cozzens Administrative Offices
501 S Abilene Ave
Portales, NM 88130

**REQUEST FOR PROPOSAL CHECKLIST
17-18-0008: DESIGN PROFESSIONAL SERVICES FOR THE
BROWN EARLY CHILDHOOD OLD WING RENOVATION
DUE 06/21/2018 AT 4:00 PM MST**

ADDENDUM # 1: 5/30/2018

Please note the following change regarding the RFP:
The Board approval time on August 13, 2018 has been changed to 12:00 pm (MST).

Please make sure to abide by the following dates:

1. Pre-bid Conference (Mandatory): May 30, 2018 at 1:30 pm, MST, at:
Brown Early Childhood Center
520 W 5th St
Portales, NM 88130
2. Submission of RFP: June 21, 2018 at 4:00 pm, MST

Thank you for your interest,

Sarah M. Stubbs
Chief Procurement Officer/Finance Director

ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL: Addenda not signed and returned may consider the RFP as non-responsive and may be rejected.

COMPANY/FIRM NAME

SIGNATURE

DATE