

ADDENDUM NO. 1

DATE: March 16, 2020

TO: All Bidders

FROM: Penny Owens, Purchasing Agent

SUBJECT: Addendum No. 2 – RFP Transit Integrated Advanced Technology

RFPs TO BE OPENED: March 25, 2020*** at 11:00:00 a.m. Eastern Time

This addendum is being published to provide items of clarification on the referenced Transit Integrated Advanced Technology RFP. This addendum becomes a part of the Contract Document and modifies the original specifications as noted.

Items for Clarification:

1. *****Postponement of RFP Due Date:** The due date for the RFP for Transit Integrated Advanced Technology is hereby postponed until **April 22, 2020 at 11:00:00 a.m.** The City continues to work to post responses to all questions as soon as possible.
2. **Allowance for Electronic Submissions:** In response to the business changes many are experiencing due to the COVID-19 virus, the City will allow online submissions of proposals as follows:

In addition to submission procedures listed within this solicitation document, the City provides the option of electronic submission. To submit your proposal/bid electronically, please follow the detailed instructions below.

Electronic Submission Procedures:

Electronic submissions shall be submitted online through the City's Procurement website. DO NOT EMAIL YOUR SUBMISSION. All proposers/bidders must register as a vendor in order to submit an electronic file.

Step One: Register as a City of Knoxville vendor

(Vendors are encouraged to complete this step **now** to ensure seamless submission process prior to deadline.)

To register as a vendor:

Visit the website at www.knoxvilletn.gov/purchasing

Click the "Vendor Registration" tab; then "Click here to register as a City of Knoxville Vendor"

Follow the prompts to complete online registration.

Note: You will be asked for a PIN. This PIN will be emailed to you and may have been sent to

your spam or junk folder.

DO NOT WAIT UNTIL SUBMISSION DEADLINE TO REGISTER AS A VENDOR. The electronic submission link will be disabled at 11:00:00 a.m. Eastern time. Vendors will not have the ability to submit any electronic files once the deadline has passed and the City will accept no late submissions.

Step Two:

Submit all materials electronically as one (1) file to City's Procurement website PRIOR to **11:00:00 a.m.** (Eastern Time) on **April 22, 2020.**

To submit electronic file:

Visit the procurement website at www.knoxvilletn.gov/bids

Click "RFP- Transit Integrated Advanced Technology"

Click "Submit Bid" (red button located at top of screen)

Follow the prompts to upload and submit electronic file.

The prefers only one (1) submission file per submission.

Files **MUST** use the following naming convention and be named as the firm's name followed by the title of the project.

Example: BobsBurgers-Transit Integrated Advanced Technology.pdf

Should you need to merge multiple documents into one PDF, please utilize Google to download a free software intended for merging pdf documents

END OF ADDENDUM NO. 2