



MEMORANDUM

TO: RFP 23-003

FROM: Aaron Flure, Director of Purchasing

DATE: August 27, 2022

RE: Addendum -RFP 23-003-02

I. Evaluation Criteria

Criterion 1, **Company Profile**, should not have been included as an evaluation factor. This is being removed and will not be part of the Evaluation. The percentages add up correctly once this has been removed.

***Offerors must acknowledge this amendment in Attachment 1 when submitting proposal.**