

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

REQUEST FOR PROPOSALS (RFP) NO. 19-016-RFP

ADDENDUM NO. 4

Arlington County Request for Proposals No. 19-016-RFP for the Provision of Summer Camps for Arlington County is amended as follows:

- A. **[CLARIFICATION]**: Addendum 2, Question 7, Exhibit A, B, and C **ARE NOT REQUIRED SUBMITTALS** with the Proposal. As stated in the preproposal conference and Addendum 3, (see the response to question 10) those exhibits will be developed as attachment to the contract after the RFP process has been completed.
- B. **[AMEND]**: RFP 19-016-RFP, Page 15, Paragraph 2, Proposal Submission and Addendum 2, Question 6, Response.

[DELETE]: "The electronic copy of the Offeror's cost proposal must be included on the CD or flash drive in a separate file."

This Contract **will not** have a cost proposal. The Contractors will pay Arlington County the predetermined percentage fee split. The standard fee split is as follows:

- For programs that use an Arlington County owned/operated facility - an agreed upon percentage rate of twenty-five (25%).
- For programs that do not use an Arlington County owned/operated facility - an agreed upon percentage rate of twelve (12%).

If the Proposer requests an exemption/exception to the cost structure, then the he/she must submit that request with their proposal. This exemption/exception request will only be considered if the Contractor does not utilize a payment model requiring participants to make one payment to cover the expense of the entire one or two-week camp.

- C. **[CLARIFICATION]**: Attachment B, Page 64, is a listing of your camp/program offerings. The advertised fee column is the amount that you will charge to the camp participants **NOT** the County.
- D. **[CLARIFICATION]**: Addendum 2, page 2, Question 7. The County retracts its response to the Proposal format. The County does not standardize vendor's proposal responses.

Proposers should format their proposals in a manner that complies with the RFP and provides all information/documents requested.

The response provided in Addendum 2, Question 7 is to be used and considered as a guide **ONLY** not a format directive/requirement.

The Proposers should follow the instructions which began on page

15, Section V, Proposal Requirements.

The balance of the solicitation remains unchanged.

Arlington County, Virginia

/s/

Shawn Brooks, JD, CPPO, CPPB
Procurement Officer
sbrooks@arlingtonva.us

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

PROPOSER ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER 4.

FIRM NAME: _____

**AUTHORIZED
SIGNATURE:** _____

DATE: _____