



---

ADDENDUM NO. 1  
TO THE  
CONTRACT DOCUMENTS  
FOR

RFP 2325-03 EFFECTIVENESS MONITORING

February 8, 2024

To ALL Planholders:

The following changes, additions and/or deletions are hereby made a part of the Contract Documents as fully and completely as if the same were fully set forth therein:

**Question 1:** The number of references required is listed as three (3) in the RFP document, and six (6) on Exhibit E – which is correct?

**Answer:** *The intention was for three (3) references and the references Exhibit E was not updated to reflect this – only three references are required. Please disregard the number of references listed in Exhibit E.*

**Question 2:** Will references count towards the 15-page limit?

**Answer:** *Required references do not count towards the total page count. Anything after the requested 3 references should be counted in the page limit.*

**Question 3:** Does 'Section 8 – Adequate Insurance' count toward the 15-page limit?

**Answer:** *Insurance certificates and proof of coverage will not count towards page count as it's required documentation.*

**Question 4:** Is it acceptable to use a Benton County employee as a reference, or is it required or preferred that they all be external organizations/individuals?

**Answer:** *Respondents are welcome to use other past/current work with Benton County in their references but are also encouraged to use other entities as well, if applicable.*

**All bidders shall acknowledge receipt and acceptance of this Addendum by signing in the space provided and submitting the signed Addendum with the Bid. Bids submitted without this Addendum will be considered informal.**

Receipt acknowledged and conditions agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Bidder \_\_\_\_\_

By \_\_\_\_\_