

Fairfax Water

MORIN BUILDING
8570 EXECUTIVE PARK AVENUE
FAIRFAX, VIRGINIA 22031

April 21, 2016

To: All Prospective Offerors

Issued by: Donald R. Legg, CPPO, Procurement Manager

Subject: Addendum #1, RFP #16-05

The purpose of this addendum is to answer questions submitted by the specified deadline.

I. General

The deadline for submitting proposals remains unchanged as 2:00 p.m., Tuesday, May 3, 2016. All other terms conditions and specifications remain unchanged.

II. Questions and Answers

1. Q. What is Fairfax Water's total annual budget for the work to be conducted under this multiple-award contract?

A. The annual budget is estimated to be \$100,000.

2. Q. Page 4. Will Fairfax Water offer executive coaching to all of its managers, directors and supervisors?

A. It is not determined if all supervisors, managers and directors will participate in executive coaching. Executive coaching will be introduced to targeted groups.

3. Page 12. 3.9B. Cost Proposal. Could Fairfax Water provide a format for submitting the price proposal? For example, would Fairfax Water accept an all-inclusive daily rate, half-day rate, and/or hourly rate for the four primary services (online training, in person training, organizational development consulting, and executive coaching)? Given the nature of this contract, the breadth of work that may be required, and the fact that no work is guaranteed, it is extremely difficult to identify exactly which of our team members will work under this contract and how often.

RFP #16 – 05

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM # 1

I certify that the information contained in the proposal submitted on behalf of the below named firm incorporates any and all changes to the original specification. I further certify by my signature below, that I am fully authorized to acknowledge receipt of the above addendum and also bind the below named firm to the terms, conditions and specifications of the RFP and any changes thereto made by this addendum.

ACKNOWLEDGED BY:

FOR: _____
Company Name

Date

Signature of Authorized Agent

Printed/typed name

Title