



**MORIN BUILDING  
8570 EXECUTIVE PARK AVENUE  
FAIRFAX, VIRGINIA 22031**

April 1, 2020

To: All Prospective Offerors

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

Subject: Addendum # 4, RFP 20-015 – Provide Human Resources Training and Organizational Development Programs and Services

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

## **I. General**

The deadline for submitting proposals remains unchanged. Proposal acceptance is “Ongoing”. Initial proposal acceptance shall be 2:00, PM, April 10, 2020. All other terms conditions and specifications remain unchanged.

## **II. Clarification to Addendum 3**

The following shall is a clarification to the information contained in Addendum 3. It shall apply to material developed or modified and used under this contract.

If Fairfax Water pays a vendor to design and develop a new program for Fairfax Water, that IP will be the property of Fairfax Water. If a vendor makes updates to an existing program that was developed by the vendor prior to working with Fairfax Water, the vendor will continue to be the sole owner of this IP. If the vendor delivers an 'off-the-shelf' program for Fairfax Water that was designed and developed by the vendor prior to the vendor's work with Fairfax Water, the vendor will continue to be the sole owner of this IP, as well.

**NO OTHER QUESTIONS WERE RECEIVED**

**III. Acknowledgement**

Acknowledge your receipt of, and compliance with, this Addendum by either signing the attached acknowledgement, or referencing its receipt and your compliance, in your bid.

**FP 20-015**

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM # 4**

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