



DIVISION OF FINANCE – PURCHASING DEPARTMENT

100 N. Broadway St, Suite 610 Wichita, KS 67202 • Phone (316) 660-7255 • Fax (316) 660-1839
PURCHASING@SEDGWICK.GOV • SEDGWICKCOUNTY.ORG

**ADDENDUM #1
RFP #24-0077
RADIO CONSULTANT**

January 10, 2025

The following is to ensure that vendors have complete information prior to submitting a *proposal*. Here are some clarifications regarding the proposal for *Radio Consultant* for the Emergency Communications.

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

On page 5 of the RFP, it states under Professional Qualifications for respondents to indicate whether they operate as an individual, partnership, or corporation. It then goes on to ask: “If as a corporation, include whether it is licensed to operate in the State of Kansas.”

The question above about being licensed to operate in the State of Kansas, being registered as a Foreign (non-Kansas) Business with the Kansas Secretary of State? Does this registration apply to us if we will not have an actual office in Kansas?

If this registration is required, the form for registering a Foreign (non-Kansas) Business requires that we have a Resident Agent in Kansas. Can you explain what a Resident Agent is?

A company does not need to register with the State of Kansas prior to be awarded the contract. At that point you will need to register and there is a number you can call that can help setting up a resident agent. There is a fee for this service.

Firms interested in submitting a *proposal*, must respond with complete information and **deliver on or before 1:45 pm CST, January 28, 2025**. Late *proposals* will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE *PROPOSAL* RESPONSE PAGE.”

Tammy Culley
Purchasing Agent

TC / ch

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