



## DIVISION OF FINANCE – PURCHASING DEPARTMENT

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### **ADDENDUM #2 RFP #24-0074 JUVENILE SERVICES**

January 13, 2024

The following is to ensure that vendors have complete information prior to submitting a proposal. Here are some clarifications regarding the proposal to provide Juvenile Services for the Department of Corrections.

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

#### **1. The Workbook Funding Request and J-Categories & Line-Item Narrative are:**

- a. In Calibri 10 font (not the 12pt asked for in the RFP)**
- b. Have top and bottom margins of .75" and left and right margins of .25" (not the 1" as for in the RFP)**
- c. The cell formatting does not wrap the text to allow the use of the full space for content. There is only room for 1 line, (39 words, 265 characters with spaces) and it won't allow editing and formatting to wrap text.**

*Answer: Please find attached a fillable Excel version of the workbook which is unlocked/editable and is formatted with text-wrap options. Applicants are **not** required to change the font or margins in the JCAB Program Funding Request. Link to revised document: <https://www.sedgwickcounty.org/finance/purchasing/current-bids-and-proposals/>*

SUBMITTALS are now due **NO LATER THAN 1:45 pm CST, TUESDAY, JANUARY 21, 2025**. If there is any difficulty submitting a response electronically, please contact the Purchasing Technicians at [purchasing@sedgwick.gov](mailto:purchasing@sedgwick.gov) for assistance. Late or incomplete responses will not be accepted and will not receive consideration for final award. If you choose to send a hard copy of your proposal, Sedgwick County will not accept submissions that arrive late due to the fault of the U.S. Postal Service, United Parcel Service, DHL, FedEx, or any other delivery/courier service.

Proposal responses will be acknowledged and read into record at Bid Opening, **which will occur at 2:15 pm CST on the due date**. No information other than the respondent's name will be disclosed at Bid Opening. We will continue to have Bid Openings for the items listed currently. If you would like to listen in as these proposals are read into the record, **please dial our Meet Me line @ (316) 660-7271 at 2:15 pm**.

Firms interested in submitting a *proposal*, must respond with complete information and **deliver on or before 1:45 pm CST, TUESDAY, JANUARY 21, 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.”**

A handwritten signature in black ink that reads "Britt Rosencutter". The signature is written in a cursive style and is contained within a thin black rectangular border.

Britt Rosencutter  
Purchasing Agent

BR/ks