



September 5, 2019

Request for Proposal #2019-03-001

Events Management System

Addendum 2

This addendum serves to change and/or clarify the following information:

➤ **RFP#2019-03-001 – Submission Guidelines – Update to Timeline (page 6)**

<u>Current Text</u>	<u>Replace With (updates in yellow)</u>
<p>Timeline for selection and implementation process is as follows:</p> <ol style="list-style-type: none"> 1) Issuance of RFP: March 1, 2019 by 5:00pm. 2) Notification of intent to respond or refuse shall be received on or before March 15, 2019 at 2:00PM. Notification of intent (or refusal) shall be sent via e-mail to Hollie Fulsom, Campus Events Manager, at Hollie.R.Fulsom@rice.edu and Charlita Marris, Technology Procurement Manager at cam3@rice.edu. 3) Final questions shall be received in writing no later than March 19, 2019 at 2:00PM and will be accepted by email to Hollie.R.Fulsom@rice.edu and cam3@rice.edu. 4) Clarification answers to be sent to all intending to propose by March 25, 2019. 5) Proposals should be sent via e-mail to Charlita Marris, Technology Procurement Manager at cam3@rice.edu no later than April 5, 2019 at 2:00PM. 6) Finalists shall be announced: April 26, 2019 7) Follow-up meetings and demonstrations: TBD 8) Award notification to the successful Vendor: August 30, 2019 	<p>Timeline for selection and implementation process is as follows:</p> <ol style="list-style-type: none"> 1) Issuance of RFP: March 1, 2019 by 5:00pm. 2) Notification of intent to respond or refuse shall be received on or before March 15, 2019 at 2:00PM. Notification of intent (or refusal) shall be sent via e-mail to Hollie Fulsom, Campus Events Manager, at Hollie.R.Fulsom@rice.edu and Charlita Marris, Technology Procurement Manager at cam3@rice.edu. 3) Final questions shall be received in writing no later than March 19, 2019 at 2:00PM and will be accepted by email to Hollie.R.Fulsom@rice.edu and cam3@rice.edu. 4) Clarification answers to be sent to all intending to propose by March 25, 2019. 5) Proposals should be sent via e-mail to Charlita Marris, Technology Procurement Manager at cam3@rice.edu no later than April 5, 2019 at 2:00PM. 6) Finalists shall be announced: April 26, 2019 7) Follow-up meetings and demonstrations: TBD 8) Award notification to the successful Vendor: October 15, 2019 by 5pm