



RFQ No. 21-44

for

Evanston Contract Lobbyist

ADDENDUM No. 01

December 17, 2021

Any and all changes to the Request for Qualifications are valid only if they are included by written addendum to all potential respondents, which will be emailed prior to the proposal due date. Each respondent must acknowledge receipt of any addenda by indicating in its proposal. Each respondent, by acknowledging receipt of addenda, is responsible for the contents of the addenda and any changes to the bid therein. Failure to acknowledge receipt of addenda may cause the proposal to be rejected. If any language or figures contained in this addendum are in conflict with the original document, this addendum shall prevail.

This addendum consists of the following:

1. Addendum Number One (1) is attached and consists of a total two (2) pages including this cover sheet.

Please contact me at (847-866-2971) or jostman@cityofevanston.org with any further questions or comments.

Sincerely,

Jillian Ostman
Purchasing Specialist

RFQ No. 21-44

Evanston Contract Lobbyist

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December 17, 2021

This addendum forms a part of the RFQ Documents for RFQ # 21-44 and modifies these documents. This addendum consists of the following:

Questions:

1. On page 6, in Section D. Fees it states NOT USED. However, on page 7 in the Evaluation Criteria it states that price is one of the evaluation criteria. Can you clarify if we need to provide fee information in our response to the RFQ or will that topic be addressed later in the process?

Answer: Fee information does not need to be provided.

Note: Acknowledgment of this Addendum is required in the Proposal.