



# Municipality of Anchorage

Ethan Berkowitz, Mayor

**Purchasing Department**

**November 19, 2018**

**REQUEST FOR PROPOSAL**

**RFP 2018P033**

**Provide Personal Computing Devices and Accessories**

**ADDENDUM NO. 1**

Please make the following changes to the subject project.

**1. RFP, COVER PAGE, Paragraph 3, (Remove and Replace with the following):**

A non-mandatory meeting for discussion of the proposal will be held at **10:00 A.M. Local Time, November 27, 2018**, in the Purchasing Office at 632 W. 6<sup>th</sup> Avenue, Suite 520, Anchorage, Alaska 99501. *Interested persons wishing to participate at their own expense via teleconferencing may call 1-907-343-6089 no earlier than 9:55 P.M. Alaska Local Time, the day of the meeting.* It is respectfully requested, if you are going to teleconference the meeting, please use a land line.

**2. RFP, COVER PAGE, Paragraph 4, (Remove and Replace with the following):**

To maintain the project schedule, all questions should be submitted no later than **5:00 P.M. on November 30, 2018**.

**3. RFP, COVER PAGE, Paragraph 5, (Remove and Replace with the following):**

**Proposals must be received** at the Purchasing Office, 632 W. 6th Avenue, Suite 520, Anchorage, Alaska 99501, **prior to 5:00 P.M., Local Time, December 14, 2018**. Office hours are Monday through Friday, 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m., excluding holidays. Time of receipt will be as determined by the Purchasing Office time stamp. Proposals received by the Purchasing Office after the time specified will be returned to the proposer unopened. **Facsimile or email or any other electronic media submittals will not be accepted. FOR AUXILIARY AIDS, SERVICES, OR SPECIAL MODIFICATIONS TO PARTICIPATE PLEASE CONTACT THE PURCHASING DEPARTMENT TO REQUEST REASONABLE ACCOMMODATIONS AT 907-343-4590; FAX 907-343-4595; OR wwpur@muni.org**

This addendum and other documents related to this project are available by visiting the Purchasing office website at:

<http://www.muni.org/Departments/purchasing/Pages/bidding.aspx>

If you have previously submitted a response to this project and wish to have it returned please contact Denise Buck at (907) 343-4691.

All other terms and conditions remain unchanged.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Spiess". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

David Spiess  
Procurement Manager