

August 28, 2024

**ITN 24-4426 – Insurance Broker Services for Health,
Property and Casualty, and Workers’ Compensation**

**ADDENDUM #1
(Acknowledgment is Required)**

The Respondent shall acknowledge its review and receipt of this Addendum by signing below and including a signed copy of this Addendum with its bid submittal. Failure to do so could result in disqualification of the bid.

Please note that double underlined information (example) is added wording and stricken information (~~example~~) is deleted wording.

I. CLARIFICATIONS

1. Please note, the below dates on the Response Calendar have been changed as follows:
 - The opening date has been extended from ~~September 3, 2024~~ to September 17, 2024.
 - Evaluation Meeting has been changed from ~~September 24, 2024 at 11 A.M~~ to October 8, 2024 at 11 A.M.
 - Best and Final Offers Due has been changed from ~~October 1, 2024~~ to October 15, 2024.
 - Final Evaluation Committee Meeting has been changed from ~~October 8, 2024 at 11 A.M~~ to October 22, 2024 at 11 A.M.
 - Notice of Intended Decision, anticipated posting date has been changed from ~~October 15, 2024~~ to October 22, 2024.
 - Submittal of all final documents by awarded respondent has been changed from ~~October 22, 2024~~ to October 29, 2024.

II. QUESTIONS AND ANSWERS
NONE

III. ATTACHMENTS
NONE

Celeste Larisey
Procurement Specialist cc:
Project Manager

ACKNOWLEDGEMENT OF ADDENDUM #1

BY: _____
DATE

(TYPE/PRINT NAME AND TITLE)

COMPANY NAME

End of Addendum #1 for ITN 24-4426