



citycounty insurance services  
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## Request for Proposals (RFP) Addendum 1

### CIS IT Strategic Roadmap

CIS  
15875 Boones Ferry Rd #1469  
Lake Oswego, OR 97035  
(503) 763-3800

RFP Schedule	
Issuance of RFP:	January 10, 2025
Submission of Questions about the RFP:	January 22, 2025, 5:00 p.m. (PT)
Proposal Due:	<del>January 31, 2025, 5:00 p.m. (PT)</del> February 7, 2025, 5:00 p.m. (PT)
Anticipated Contract Award:	February 26, 2025

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## ADDENDUM

### A. BACKGROUND

On January 10, 2025, CIS issued a Request for Proposals (RFP) to solicit offers from qualified firms to conduct a comprehensive assessment of our IT/app development function and develop a strategic roadmap.

CIS is issuing this Addendum to the RFP to extend the due date for submitting proposals. The Addendum modifies the original RFP document only to the extent indicated. All other areas of the original RFP remain in effect and can only be modified in writing by CIS. This Addendum is made an integral part of the original RFP. It is the responsibility of all proposers to conform to this Addendum. Proposers who have already submitted proposals may either: 1. Submit an addendum to their proposal; or 2. withdraw the original proposal and submit a new one. Any addendum or revised proposal must be submitted no later than the **Proposal Due Date of 5:00 p.m. (PT) on February 7, 2025.**

### B. PROPOSAL DUE DATE CHANGED

Page 2, Section III,A "**RFP and Evaluation Schedule**", the deadline for submitting proposals is changed from 5:00 p.m. (PT) on January 31, 2025 to **5:00 p.m. (PT) on February 7, 2025.**

### C. RESPONSES TO QUESTIONS RECEIVED

CIS received a number of written questions from potential proposers by the January 22, 2025 deadline. An addendum with responses to questions will be issued by February 3, 2025.