

ADDENDUM NO. 4
TO THE REQUEST FOR PROPOSALS (RFP)
FOR VIDEO AND ACCESS CONTROL SYSTEMS – VARIOUS LOCATIONS CITY WIDE
FOR THE CITY OF HYATTSVILLE, MARYLAND
RFP #DPW18-010

Monday, January 14, 2019

The City of Hyattsville, Maryland, hereafter the "City", is issuing this Addendum #4 on January 14, 2019 to amend and clarify information and specifications included in RFP #DPW18-010, Video and Access Control Systems – Various Locations City Wide. Addendum #4 changes the submission and proposal opening date. This addendum is incorporated into RFP #DPW18-010 and any associated contract documents as if fully set out in the original RFP. **Proposer must acknowledge the receipt of Addendum #4 by signing this addendum where indicated and including this addendum as part of your bid package.**

Changes to the RFP:

PAGE 3 - RFP Solicitation Schedule

Strike the contents of schedule and replace with the following:

RFP Solicitation Schedule:

December 4, 2018: Solicitation

December 13, 2018: 11:00AM Pre proposal and Site Visit

December 20, 2018: Questions Due by 5:00PM

January 4, 2019: Responses to Questions posted by 5:00PM

January 17, 2019: Follow-up Questions Due at 12:00PM

January 18, 2019: Responses to Questions distributed by 5:00PM

January 24, 2019: Proposals Due at 2:00PM

January 24, 2019: Proposals Opened at 2:15PM

January 25, 2019: Invitations for presentation distributed by 3:00PM

January 28-31, 2019: Presentations from selected manufacturers

February 1, 2019: Notification of Intent to Award

February 4, 2019: Motion for Council Approval, Execute Contract, and Issue Notice to Proceed

Page 8 – SUBMISSION OF PROPOSALS

Strike the contents of the section and replace with the following:

The Proposals will be received by the City Clerk, no later than **2:00 pm, Thursday, January 24, 2019**, and shall be mailed or hand delivered to:

**The City of Hyattsville
4310 Gallatin Street
Hyattsville, Maryland 20781
Attn: Laura Reams, City Clerk**

For additional information regarding the services specified in this request for qualifications, contact Hal Metzler, City Project Manager in writing by email at hmetzler@hyattsville.org. Questions specific to this solicitation will be accepted until 5:00 PM on Thursday, December 20, 2018.

Page 8 – EVALUATION OF PROPOSALS AND AWARD OF CONTRACT

Strike the first paragraph of this section and replace with the following:

The Proposals will be publicly opened and read on **Thursday, January 24, 2019 at 2:15PM** in the Multipurpose Room of the City of Hyattsville’s Municipal Building, 4310 Gallatin Street, Hyattsville, Maryland.

Requested Presentation Date and Times

Presentation Timeslots will be available between Monday January 28 and Thursday January 31, 2019. Presentation will begin on the hour at 10am, Noon, and 2PM. Please indicate your top 3 preferred presentation slots below. Not all proposers will be asked to participate in a presentation. Presentation invitations will be at the discretion of the selection committee.

1st Choice date _____ Time _____

2nd Choice date _____ Time _____

3rd Choice date _____ Time _____

END OF ADDENDUM #4

Hal W. Metzler, Jr. EI
City of Hyattsville, Project Manager

I acknowledge receipt of addendum #4 for this RFP and have enclosed it as part of the bid package.

Company

Signature

Date
