



**COUNTY OF GLENN**  
**CLERK - BOARD OF SUPERVISORS**  
Willows Memorial Hall, 2<sup>nd</sup> Floor  
525 West Sycamore Street, Suite B1  
Willows, CA 95988  
530-934-6400 -- FAX 530-934-6419  
website: www.countyofglenn.net

**DI AULABAUGH**  
Clerk of the Board of Supervisors  
General Services Director

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### **Addendum #2**

**Solicitation Description:** Request for Proposal for Technical Consulting Services

**Solicitation Opening Date, Time:** Thursday, July 22, 2021 at 4:30 p.m.

**Location:** Willows Memorial Hall, 2nd Floor  
525 West Sycamore Street, Suite B1  
Willows, CA 95988

**Addendum Number:** 002

**Addendum Date:** Friday, August 20, 2021 at 5:00 p.m.

**Contract Specialist or Purchasing Agent:** Scott De Moss, County Administrative Officer

Phone: (530)934-6400 | Email: gcboard@countyofglenn.net

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1. Return one properly executed copy of this addendum with bid response or prior to the Bid Opening Date/Time listed above.
  2. ADDENDUM#2 is hereby modified as follows:

### **2. Background Information**

The County has maintained a Support Service Contract with a outsourced vendor since 2003. The contract is scheduled to expire in August of 2021. The County seeks a highly qualified consultant that can 1) provide scheduled and emergency on-site and remote technical consulting, 2) Information Technology ("IT") analysis, planning and program coordination, and 3) other duties as assigned by the County.

The County intends to award a contract for the proposed consulting services, as further described in Section 8 of this Request for Proposal (RFP), that are expected to be performed for a three-year term which shall be from ~~September 1, 2021~~ October 1, 2021 through August 31, 2024; annual renegotiation of the contract will be at the discretion of the County and shall be based on changes to County staffing levels, network size/needs and/or funding levels.

### **3. Project Scope**

The services are expected to be performed by the selected service provider during the period of ~~September 1, 2021~~ October 1, 2021 through August 31, 2024; The Information Technology (IT) and Network Summary (as of June 2021) for the County are included below as Attachment A.

### **5. Proposal Process**

- v. **Contract Award:** The contract award will not be based solely on price, but a combination of factors determined to be in the best interest of the County submitted by a responsive, responsible, and qualified bidder approved by County.

The contract shall not take effect until 12:01 AM on ~~September 1, 2021~~ October 1, 2021, once approved by the Board of Supervisors.

### **6. Proposal Timeline**

The County of Glenn has developed the following list of key events related to this proposal. All dates are subject to change at the discretion of the County.

**RFP Title: Glenn County Technical Consulting Services Addendum**

Event	Date
Issuance of Request for Proposal (RFP)	07/22/2021
Deadline for RFP Questions	<del>08/06/2021</del> 08/10/2021
Questions and Answers Posted	<del>08/13/2021</del> 08/17/2021
Deadline for Proposal Submission	<del>08/20/2021</del> 08/24/2021
Potential Interview Dates	<del>08/23/2021 – 08/25/2021</del> 08/26/2021 08/27/2021 09/02/2021-09/03/2021
Notice of Intent to Award	<del>08/27/2021</del> 08/27/2021 09/08/2021
Board of Supervisors Meeting	<del>08/31/2021</del> 09/14/2021
Protest Period	<del>08/31/2021 – 09/03/2021</del> 08/28/2021 09/06/2021 09/09/2021-09/18/2021
Glenn County Response to Protest	<del>09/10/2021</del> 09/19/2021-09/25/2021
Contract Start Date	<del>09/01/2021</del> 10/01/2021
Contract End Date	08/31/2024

**9. Description of Services To Be Provided**

- g) Cost Portion of Proposal: Proposers are asked to submit proposals based on and including an hourly rate and a total annual cost. The Proposer must specify the total maximum cost to the for the following periods:

~~September 1, 2021~~ October 1, 2021 – August 31, 2022,  
September 1, 2022 – August 31, 2023; and  
September 1, 2023 – August 31, 2024.

This addendum has been emailed to all vendors who have submitted an application to our consultant roster database, as well as posted here: <http://www.countyofglenn.net/govt/bids>

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**Failure to acknowledge receipt of this addendum may result in rejection of the response.**

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