



## ADDENDUM #2

**To:** All Companies Interested in Submitting a Proposal  
**From:** Rebecca Johnson, CPPB, Purchasing Agent  
**RFP:** Professional IT Services (RFP #PUR0216-148); Dated: May 10, 2016  
**Subject:** Addendum #2 (1 page)  
**Date:** May 25, 2016

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The following questions and/or clarifications were asked relative to the above-listed Request for Bid. This memo is sent for clarification to all companies to whom the bid was sent.

### Clarifications from mandatory pre-proposal meeting held on May 19, 2016:

- The City used a broad range of enterprise systems
- Current environment is HP and starting to introduce some Dell
- The purpose of the contract will be for staff augmentation on an as-needed basis or for projects with a specific scope of work
- Most projects will require a few weeks or sometimes just a few days
- The City is open to remote support via WebEx but will prefer onsite support for many needs
- The programming language currently used by the City is C Sharp; however, the Information Technology Department may be willing to work with the Consultant to use other languages as long as City staff can be self-sufficient once the program is implemented
- The level of project management needed for each project will vary based on each project and the experience of City staff

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The Purchasing Services Division will accept written questions regarding the Request for Proposal until 3:00 p.m. CDT on Thursday, May 26, 2016. Fax (888) 815-3659 or e-mail ([r.johnson2@cedar-rapids.org](mailto:r.johnson2@cedar-rapids.org)) all questions to Rebecca Johnson. Any and all questions will be responded to in the form of written addenda to all Proposers. All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (Attachment C). The deadline for proposal submittal is Thursday, June 2, 2016 before 3:00 p.m.

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