

LONGWOOD UNIVERSITY

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May 18, 2022

ADDENDUM 1 TO ALL OFFERORS:

Reference Request for Proposals (RFP):	LU214-22-012 (eVA #RFP-A214-2694)
Commodity:	Venue Management Services
Dated:	May 13, 2022
For Delivery To:	Longwood University Materiel Management & Purchasing Farmville, Virginia 23909
Optional Pre-Proposal Conference (OPPC):	May 26, 2022 2:00 p.m. Local Time
Questions Due Date:	June 3, 2022 at 12:00 Noon Local Time
Proposal Due Date:	June 16, 2022 at 2:00 p.m. Local Time

This Addendum 1 is being issued to add a virtual option for attendance at the OPPC. Offerors wishing to attend the OPPC virtually **must** register in advance to gain access to the Zoom meeting. The link to register is below.

Zoom Meeting Registration Information:

<https://longwood-edu.zoom.us/join/register/tJYrd-6sqTsrEt3jmBceMHntjiaNCldRTdEY>

After registering, you will receive a confirmation email containing information about joining the Zoom meeting.

All other general terms, conditions, and specifications shall remain the same.

Note: A signed acknowledgement of this addendum **must** be submitted with your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Very truly yours,



Deborah J. Cooper, CUPO, VZO
Interim Director of Materiel Management & Purchasing

Name of Firm

Signature/Title

Date

Office of the Director of Materiel Management,
Central Stores, and Property Control

