

LONGWOOD
UNIVERSITY

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December 8, 2015

ADDENDUM 1 TO ALL OFFERORS:

Reference Request for Proposals (RFP): LU214-16-009
Commodity: Assessment, Planning, Budgeting and Accreditation Management System
Dated: December 2, 2015
For Delivery To: Longwood University
Materiel Management
Farmville, Virginia 23909
Proposal Due: **January 5, 2016 at 2:00 p.m. Local Time**
Pre-Proposal Conference (PPC): December 11, 2015 at 9:00 a.m. Local Time

This Addendum 1 to the RFP is being issued to notify potential offerors of the availability for WebEx attendance at the above referenced PPC. Below is the link to the WebEx and the meeting number and password needed to join the WebEx. If you plan on attending the PPC via WebEx, please send an email to cooperdj@longwood.edu by 5:00 p.m. Local Time on Thursday, December 10, 2015 indicating the person(s) who will attend and the company name and address. You must have access to a camera and microphone to participate in the WebEx.

https://longwoodstaff.webex.com/mw3000/mywebex/default.do?service=1&siteurl=longwoodstaff&nomenu=true&main_url=%2Fmc3000%2Fe.do%3Fsiteurl%3Dlongwoodstaff%26AT%3DMI%26EventID%3D399025017%26UID%3D0%26Host%3DQUhTSwAAAALXm7gwI_YUNstQd5X3WXOf_ErrbXVEIZ_rQ96bH_CC_2wzfeVSuC11epRWb6mfHOEiki5ePHECZQpBcXtYpwR90%26FrameSet%3D2%26MTID%3Dm35ea8254d8126241fb87c62deb19d786

Meeting Number: 649 738 472
Meeting Password: HgdexXqm

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

Note: A signed acknowledgment 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,

Cathryn B. Mobley

Cathryn B. Mobley, CPA, CUPO, VCCO, VCO
Director of Financial Operations & Materiel Management

Name of Firm

Signature/Title

Date