



# PRINCE GEORGE'S COMMUNITY COLLEGE

DATE: November 15, 2021

TO: All Prospective Proposers

FROM: Adrienne Smith  
Procurement Coordinator, Office of Procurement  
301-546-0008

RE: **Addendum 1: RFP 22-08 Employee Assistance Program (EAP) Benefit Services**

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The following amends the above referenced RFP documents. Receipt of this Addendum 1 is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda Form" and including it in the Technical Proposal.

**Solicitation Schedule:**

Responses to Questions by: November 19, 2021 close of business

Due Date for Proposals: November 29, 2021 at 10:00 AM ET

Oral Presentation/Discussion Session(s): December 9, 2021 (projected) If held and for invited shortlisted firms only

Contractor(s) Selection Anticipated to be finalized: January 18, 2022 (projected)

Contract Commencement: July 1, 2022 (and, upon Board approval)

Responses to Questions by: November 19, 2021 close of business

Due Date for Proposals: November 29, 2021 at 10:00 AM ET

Oral Presentation/Discussion Session(s): December 9, 2021 (projected) If held and for invited shortlisted firms only

Contractor(s) Selection Anticipated to be finalized: January 18, 2022 (projected)

Contract Commencement: July 1, 2022 (and, upon Board approval)

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM**

**RFP NO.:** 22-08

**TECHNICAL AND FEE PROPOSAL DUE DATE:**

Monday, November 29, 2021, on or before 10:00 A.M. ET

**RFP FOR:** RFP 22-08 – Employee Assistance Program (EAP) Benefit Services

**NAME OF PROPOSER:** \_\_\_\_\_

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No.   1                        dated 11-15-2021

Addendum No.                             dated       

Addendum No.                             dated       

Addendum No.                             dated       

Addendum No.                             dated       

As stated in the RFP documents, this form is included in our Technical Proposal.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

END OF FORM