

# COUNTY OF BERKS

## Purchasing Department

Berks County Services Center, 633 Court Street, Reading, PA 19601  
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*Kelly A. Laubach, CPPB, Director of Contracts and Procurement*

### NOTICE TO PROPOSERS

#### Addendum #1 - Issued on 09/15/20

**Re: Request for Proposal 20-17-CN, Home Delivered Meal Services for Berks County Area Agency on Aging**

This Addendum should consist of a total of 2 pages. If you have not received this Addendum in its entirety, please contact the County of Berks Purchasing Department at (610) 478-6168.

Where conflict exists between these responses and information in the original RFP package, the responses shall prevail.

The County hereby amends the above noted Request for Proposal (RFP) as indicated herein. **All other details of the RFP remain unchanged. Language that is underlined denotes that which has been added. Language that has been stricken denotes that which is hereby removed.**

Following is a clarification. **This clarification forms an integral part of the RFP package and this clarification may alter a Proposer's responsibilities in submitting a proposal.** Where conflict exists between these responses and information in the original RFP package, the responses shall prevail.

#### **Clarification 1:**

SECTION ONE – Introduction and Instructions, Clause 1.10

#### **1.2 Pre-Proposal Conference**

A pre-proposal conference will be held through a live broadcast using Microsoft Teams on ~~Friday, September 11, 2020, beginning promptly at 11:00 AM~~ Wednesday, September 16, 2020, beginning promptly at 11:30 AM. The Proposers may participate in the pre-proposal conference of this request for proposal through the URL shown below:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_Y2NiMjczNTktMDQwMC00MGUwLWE4NjUtMGVhMzgzNTkNGQx%40thread.v2/0?context=%7b%22Tid%22%3a%22f5d90629-52f9-4673-b795-45b53bad5ad3%22%2c%22Oid%22%3a%22ec8761e4-ee16-4b1c-8253-d79c7f20cb4e%22%2c%22IsBroadcastMeeting%22%3a%22true%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2NiMjczNTktMDQwMC00MGUwLWE4NjUtMGVhMzgzNTkNGQx%40thread.v2/0?context=%7b%22Tid%22%3a%22f5d90629-52f9-4673-b795-45b53bad5ad3%22%2c%22Oid%22%3a%22ec8761e4-ee16-4b1c-8253-d79c7f20cb4e%22%2c%22IsBroadcastMeeting%22%3a%22true%7d)  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZjJkOTljZGEtMjRmNi00NGUxLTg2NjgtOWM3ZTIyYTdhYjdk%40thread.v2/0?context=%7b%22Tid%22%3a%22f5d90629-52f9-4673-b795-45b53bad5ad3%22%2c%22Oid%22%3a%22ec8761e4-ee16-4b1c-8253-d79c7f20cb4e%22%2c%22IsBroadcastMeeting%22%3a%22true%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZjJkOTljZGEtMjRmNi00NGUxLTg2NjgtOWM3ZTIyYTdhYjdk%40thread.v2/0?context=%7b%22Tid%22%3a%22f5d90629-52f9-4673-b795-45b53bad5ad3%22%2c%22Oid%22%3a%22ec8761e4-ee16-4b1c-8253-d79c7f20cb4e%22%2c%22IsBroadcastMeeting%22%3a%22true%7d)

The purpose of this meeting is to conduct a question and answer session regarding this RFP package to maximize the proposer's understanding as to what is required. Should questions asked and answers given at the pre-proposal conference potentially alter the intent or scope of the RFP, the County will issue an addendum to the RFP to formally modify the RFP. This RFP cannot be modified by, and Proposers shall not rely on, comments made during the pre-proposal conference except as set forth in an addendum. All Proposers who have received the RFP package from the County will receive notification of the issuance of the addendum.

Refer to Attachment F for detailed instruction on how to participate in the opening through a Microsoft Teams Live event.