

**ADDENDUM NO. 1**

**REQUEST FOR PROPOSALS (RFP) 16141  
AUDIOVISUAL SYSTEMS  
NORTH CENTRAL WEST VIRGINIA ADVANCED TECHNOLOGY CENTER  
JANUARY 29, 2016**

**A. CLARIFICATIONS AND MODIFICATIONS TO THE RFP**

1. This Addendum and subsequent Addenda will be posted on the West Virginia Higher Education Policy Commission (HEPC) purchasing webpage at the following URL. The name of the successful vendor(s) will also be posted on the HEPC purchasing webpage and will constitute official notification of the contract award.

<https://wvhepc.org/purchasing/>

2. The date for receipt of written questions has changed. Written questions will be received until 5:00 PM, Eastern Time, February 5, 2016. An Addendum will be issued responding to questions received by this deadline on February 9, 2016.
3. The date of receipt for sealed proposals has been changed. Sealed proposals will be received until 3:00 PM, Eastern Time, February 17, 2016 by:

Chief Procurement Officer  
RFP 16141  
West Virginia Community and Technical College System  
1018 Kanawha Boulevard, East, Suite 700  
Charleston, WV 25301

Electronically transmitted (faxed or emailed) proposals will not be considered.

4. If questions were submitted by the deadline, 5:00 PM, Eastern Time, February 5, 2016, but are not answered in this Addendum please contact the Chief Procurement Officer immediately but not later than 5:00 PM, Eastern Time, February 10, 2016: [rich.donovan@wvhepc.edu](mailto:rich.donovan@wvhepc.edu)
5. The pre-proposal meeting held at 10:30 AM, January 27, 2016, was a non-mandatory pre-proposal meeting. The sign-in sheet for this meeting was posted to the purchasing webpage January 29, 2016.
6. Cost proposal forms for base bid and alternates and schedules of values have been provided for the convenience of the Offerors in an Excel format and are posted on the HEPC purchasing webpage at the URL in item 1 above. It is the Offeror's responsibility to ensure the accuracy and completeness of its costs/price proposal and schedule of values.
7. Additional information will be posted by Addendum the week of February 1, 2016.