



## RFP# 74-WS2023-0034 Enrollment Marketing and Brand & Reputation Management Services

### ADDENDUM #2 – Additional Change to RFP Schedule

Due to the larger than anticipated number of questions submitted on or before 11/3/2023 and with the Thanksgiving holiday, WSSU Purchasing Services has had to extend the dates associated with the Submit Proposals, Bid Opening, Contract Award. The table below reflects these changes.

Event	Responsibility	Date and Time	Revised Date and Time
Issue RFP	University	October 23, 2023 EST	N/A
Hold Pre-Proposal Meeting/Pre-Bid	University	October 31, 2023 at 10 am EST	N/A
Submit Written Questions	Vendor	November 3, 2023 by 11:59 pm EST	N/A
Provide Response to Questions	University	November 17, 2023 by 11:59 pm EST	No Later Than: November 21, 2023 by 11:59pm EST
Submit Proposals	Vendor	November 29, 2023 by 1 pm EST	<b>December 5, 2023 by 1 pm EST</b>
Bid Opening	University	November 29, 2023 at 4 pm EST	<b>December 5, 2023 at 4 pm EST</b>
Contract Award	University	December 15, 2023 by 5 pm EST	<b>No Later Than: December 21, 2023 by 5 pm EST</b>

Respectfully,

Richard R. Fleming, C.P.M.  
Director of Purchasing Services  
Winston-Salem State University