



City of Raleigh

Request for Proposals #: 274-2024-RCPAC-03

Title: Access Control System Upgrades

Proposal Due Date and Time: January 11, 2024 not later than 2:00 PM ET

LATE PROPOSALS WILL NOT BE ACCEPTED

ADDENDUM NO. 1

Issue Date: December 28, 2023

**Issuing Department: Raleigh Convention and Performing Arts Complex
Direct all inquiries concerning this RFP to: Byron Johnson II**

Director of Public Safety and Security

Email: Byronk.Johnson@raleighnc.gov

City of Raleigh
 Addendum 1 to RFP 274-2024-RCPAC-03 Access Control System Upgrades

Issue Date:

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of proposal packages and does hereby become part of the original RFP documents and supersedes the original RFP documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFP as listed below and **sign and return this addendum with your proposal package.**

The following is included within this addendum: 1) Written questions received per the 1.3 Request for Proposal (RFP) Timeline and 2) Sign In Roster from the Pre-Proposal Conference.

1. Written Questions received with Response provided:
 - Question: Can the date be extended one week to allow more time to review specifications?
 - Response: No, the date will not be revised. Proposal due date and time remains as demonstrated within Section 1.3 Request for Proposal (RFP) Timeline noted below.

1.3 Request for Proposal (RFP) Timeline

Provided below is a list of the anticipated schedule of events related to this solicitation. The City of Raleigh reserves the right to modify and/or adjust the following schedule to meet the needs of the service. All times shown are Eastern Time (ET):

RFP Process	Date	Time
RFP Advertisement Date	December 14, 2023	
Pre-Proposal Conference (required)	December 19, 2023 In Person	2:00 P.M., Raleigh Convention Center
Deadline for written questions	December 22, 2023	4:00 P.M.
City Response to questions (anticipated)	December 28, 2023	
Proposal Due Date and Time	January 11, 2024	2:00 P.M.
Evaluation Meeting (anticipated)	January 18, 2024	
Interview/ Demonstrations (required)	January 24, 2024	500 S. Salisbury St. Raleigh, NC 27601 Raleigh Convention Center
Selection Announced at Council Meeting (tentative)	February 2024	

2. Sign In Roster from the Pre-Proposal Conference.
 See attachment 1

Byron Johnson II
Director of Public Safety and Security

Sign below and return this addendum with your proposal.

Proposer Name & Company: _____ **Date:** _____

Signature: _____ **Title:** _____

