



City of Waxahachie
Request for Competitive Sealed Proposals (RFCSP)
For
Instrumentation Repair, Parts, Support and Software Services
RFSCP No. 2020-UD

Addendum # 1

Waxahachie City Hall remains open to serve our citizens, but our doors are closed to the public and residents. The following changes have been made to the schedule for RFCSP No. 2020-UD.

Pre-Proposal Conference – Wednesday, March 25th at 8:30 am.

The pre-proposal conference scheduled for Wednesday, March 25th at 8:30 a.m. will now be a conference call. Proposers will be provided with an overview of the specifications and will have the opportunity to ask City staff questions.

To participate in the Conference Call, please call the conference phone number and enter the Conference ID# on your key pad when prompted. Please see the contact information below:

Phone: (469) 309-4015 or 1 (888) 210-1560

Conference ID: 291424

Delivery of Proposals to Waxahachie City Hall in Person

In addition, proposals can still be delivered in person to Waxahachie City Hall (401 South Rogers Street, Waxahachie TX 75165) up to the 2:00 p.m. deadline on Thursday, April 2nd. Proposers should call the Utilities Department upon arrival at City Hall. A staff member will meet you at the front entrance of Waxahachie City Hall to take your proposal. The staff member will stamp your proposal received and log your information.

Please see the following contact information to deliver your proposals:

- Tuesday, March 24th - Friday, March 27th
 - Richard Abernethy – 469-309-4320

- Monday, March 30th - Thursday, April 2nd (2:00 p.m. deadline)
 - Leila Cole – 469-309-4320

Business hours are Monday through Friday 8:00 a.m. to 5:00 p.m. Proposals will be received up to 2:00 p.m. on Thursday, April 2nd. Proposals received after that time will not be accepted.

Opening of Proposals – Thursday, April 2nd at 2:15 p.m.

Proposals will be opened by the City at 2:15 p.m. on Thursday, April 2nd. The City will only read the names of the Proposers. The opening will not be held in the City Council Chambers and instead will be live-streamed on the Waxahachie City Website. The link to the live stream is below:

http://www.waxahachie.com/government/city_council/city_council_meeting_live_stream.php

Please contact Cherise De Los Santos, Purchase Manager, with any questions at cdelossantos@waxahachie.com.