

Addendum #1



Project Information

Project Name:	Departmental Organizational and Operational Assessment for the CAO
RFP Number:	F24-06-056
Date:	July 8, 2024
Project Manager:	Stacey Aurzada

Addendum Questions

Question #1	Can you please clarify the page limit for proposals? Page 2 of the RFP shows 20 and 25.
Answer	The proposal must not exceed 25 total pages.
Question #2	Would the required forms or exceptions to the sample contract (if any) count towards the page limit?
Answer	No. The Proposal must not exceed 25 total pages, excluding cover letter, index or table of contents, front and back covers, and title pages/separation tabs.
Question #3	Are we able to use font sizes smaller than 11 pt for headers, footers, charts, graphics, and other elements apart from the main body text of the proposal as long as the text is legible?
Answer	Yes, this is acceptable for the sections listed in question 3. All other pages shall be 8 ½ x 11 inch except for up to four (4) pages of 11 x 17 inches. Eleven-point font or larger must be used for the proposal and appendices. Resumes included as an appendix are not considered part of the 25 pages.