**RFP-22-804**

**2023 California Vehicle Survey**

**Addendum 1**

**March 24, 2023**

**Note: Added language appears in bold underline, and deleted language appears in ~~strikethrough~~ and within square brackets.**

The purpose of this addendum is to make the following revisions to the Application Manual and to highlight certain provisions in the application manual:

1. **Page 1** of the Solicitation Manual key dates has been revised to extend the deadline for submitting the proposal to April 10, 2023.
2. **Page 18**, Task 7, Section II of the Solicitation Manual the following language is added:

* **Based on the CAM’s determination, Contractor will perform one of the following: print and mail out the final recruitment letters/communications, or work with the State to facilitate sending the recruitment letters/communications.**

1. **Page 26,** Section III of the Solicitation Manual, cost proposal, clarifies the inclusion of printing/mailing costs in the budget and the two potential options to deal with it, after the contract is awarded (Also see response to question 11). The following language is added:

**Bid price should assume printing and mailing costs for the recruitment letters/communications as described in Task 7 of Section II. If the CEC decides that the State will provide the printing and mailing services, then the contract amount may be reduced or funds for printing and mailing costs may be shifted to other costs, as appropriate.**

1. **Pages 34 and 35**, Section IV of the Solicitation Manual, the following language is revised:

Total Expected Labor Costs (**25**[~~30~~]**/**30 Cost Points).

…

Points Allocation (**25** [~~30~~] possible points):

Proposal A: 100% possible points = **25** [~~30]~~ points

Proposal B: 94.57% possible points = **23.6** ~~[28.37]~~ points

Proposal C: 97.82% possible points = **24.5** [~~29.35~~] points

1. **Page 46,** Section VI of the Solicitation Manual, the following language is added:

## **Printing Services**

Per Management Memo 07-06, **generally** State Agencies must procure printing services through the Office of State Publishing (OSP). **Please see Section II, Task 7 and Section III, Budget Forms for more details regarding printing and mailing costs to include in bid.**