

Austin Independent School District

Contract & Procurement Services



Addendum 02 20RFQ095 Group Health Benefits Consulting Services

Attention Respondents:

Please note a revision in the Delivery address and Event Schedule

Date	Event
January 28, 2020 and February 4, 2020	Dates of public notice
February 5, 2020	Due date for questions by 5:00 pm
February 12, 2020	Questions and answers posted on our website
February 25, 2020	RFQ opening / due date at 2:00 pm CST
Week of March 23, 2020	Finalist Interviews and Presentations (optional)
May 18, 2020	AIISD Board meeting for review/approval

Deliver Sealed Response to:

**Austin ISD
Contract & Procurement Services
4000 S. IH 35 Frontage Road, 7th Floor
Austin, TX 78704**

Contact:

**Kristy Gonzalez
Senior Procurement Specialist
Phone: 512-414-2123
kristy.gonzalez@austinisd.org**

- **If you are delivering your proposal in person you will need an ID to check in with security and obtain a badge for access to the 4th floor. You will then deliver your sealed proposal to the reception area on the 4th floor.**
- **Statement of Qualifications are due no later than 2:00 pm on the date indicated.** Your statement of qualification must be delivered by mail or hand delivery in a sealed envelope or carton. Responses received after the specified time shall not be considered.

- **Please submit the following:**
 - Required**
 - One (1) hard copy marked “original” – include signed “required” forms
 - One (1) digital copy on a flash drive – include signed “required” forms
- FAX, e-mail or other electronic responses will not be accepted.
- Statement of Qualifications must be plainly marked with:
 - Name and address of the respondent
 - RFQ number and title above

End of Addendum