

**Arlington Public Schools
Purchasing Office**

NOTICE OF ADDENDUM NO. 1

Issued on June 15, 2016

TITLE: EMERGENCY MEDICAL TECHNICIAN-BASIC TRAINING

RFP NO.: 73FY16

**RFP DUE DATE
AND TIME:** JUNE 22, 2016 PRIOR TO 2:00 P. M., (LOCAL PREVAILING TIME)

The following clarifications are made part of this Request for Proposals:

Page 40, APPENDIX F, FEES SCHEDULE. The Fees Schedule is deleted in its entirety and replaced with the attached revised Appendix F which reflects the correct dates of July 1, 2016 – June 30, 2017.

Attached is the Attendees List from the Pre-Proposal Conference held June 8, 2016.

The above documents and the following Questions and Responses are made part of this Request for Proposals (RFP):

- Q1. Tab 5 and Tab 6 are about “Exceptions to the Scope of Services” and “Trade Secrets and Proprietary Information,” respectively. If all services can be provided and there are no trade secrets, is it adequate to put the checkmarks on page 2, or are Tabs (5 and 6) at the end of the proposal required to restate that information?
- A1. If there are no exceptions or proprietary information as indicated on page 2, and therefore no additional information to be provided on these two subjects, then it is acceptable not to include Tab 5 and Tab 6.
- Q2. Tab 3 states: “The Offeror shall provide their most recently filed, signed tax return, and financial statements audited by an independent Certified Public Accountant (CPA). This includes the opinion letter, management letter comments, income statement, balance sheet, and notes to the financial statements from the most recent reporting period”. I do not have an independent audit and, as a small business, the cost would be prohibitive. I can provide my tax return, financial statement, other tax related documents and a letter from my accountant that states that the return is prepared in accordance with the laws of the United States. Will these documents suffice?
- A2. Documentation verified by your accountant, with a copy of your most recently filed, signed tax return will be acceptable for the proposal. After initial review, additional information may be requested.

This Addendum No. 1 must be signed, dated and received in the Purchasing Office prior to the date and time stated above "OR" acknowledgment of receipt of this addendum may be noted on the RFP. (See RFP Title Page One).

NAME OF VENDOR: _____

ADDRESS: _____

SIGNATURE: _____ DATE: _____

ISSUED BY:

Rebecca Hoffman

Purchasing Buyer

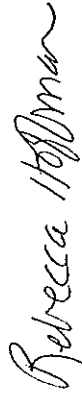
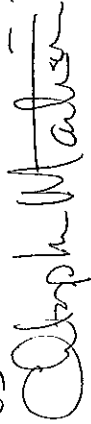
Telephone: (703) 228-6126

Email: Rebecca.hoffman@apsva.us

CONFERENCE ATTENDANCE RECORD

RFP #73FY16: Emergency Medical Technician-Basic (EMT-B) Training

June 8, 2016, 2:00 PM, APS Education Center

COMPANY	PRINT NAME	SIGNATURE
APS- Purchasing	Name: Rebecca Hoffman E-MAIL ADDRESS: rebecca.hoffman@apsva.us PHONE NUMBER: 703 228-6128	
APS CTAE	Name: Christopher Martini E-MAIL ADDRESS: kris.martini@apsva.us PHONE NUMBER: 703.228.7209	
	Name: E-MAIL ADDRESS: PHONE NUMBER:	
	Name: E-MAIL ADDRESS: PHONE NUMBER:	