



# ESSEX COUNTY OFFICE OF THE MANAGER

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Daniel L. Palmer  
County Manager

Linda M. Wolf  
Purchasing Agent

**TO:** All Bidders  
**FROM:** Linda Wolf, CPA, Purchasing Agent  
**DATE:** June 30, 2020  
**SUBJECT:** Addendum #1 RFP AUDITING SERVICES

This Addendum, issued to bid document holders of record, indicates changes to the bid documents for the *Auditing Services* RFP Opening July 10, 2020.

**Please see the following clarifications under the PROPOSAL REQUIREMENTS:**

1. Section A, 12a you can submit your proposal one of two ways, either:
  - i. electronically through BidNetDirect; or
  - ii. hard copies sent or hand delivered to the Purchasing Office [two (2) hard copies and one (1) CD or USB].
2. Section A, 12b, please DELETE the reference to: "the deferred compensation audit", this is not required.

END OF ADDENDUM # 1