



April 16, 2012

**RFP#DBI2012-13Digitization
Addendum 2**

**Electronic Imaging Services
Due Date: May 4, 2012 (12 pm PT)**

TO: ALL BIDDERS

Please note the following change to the subject contract proposal before submitting your offer. A signed and dated copy of this Bid Addendum must accompany your bid.

- Note change to RFP Document, Section 7 Terms and Conditions for Receipt of Proposals, N. Local Business Enterprise Ordinance, 1. LBE Sub-consultant Participation Goals:**

Modify the following: Change the LBE sub-consulting goals for Record Format 2 from 25% to 10% of the total value of the goods and/or services to be procured, and insert the following for Record Format 2:

Pursuant to Sec. 14B.9 of the Administrative Code, bidders are hereby advised that the availability of Minority Business Enterprises (MBE), Woman Business Enterprises (WBE) and Other Business Enterprises (OBE) to perform subcontract work on this project is as follows:

4.0% MBE; 3.4% WBE; 2.6% OBE.

Bidders are further advised that they may not discriminate in the selection of subconsultants on the basis of race, gender, or any other basis prohibited by law, and that they shall undertake all required good faith outreach steps in such a manner as to ensure that neither MBEs nor WBEs nor OBEs are unfairly or arbitrarily excluded from the required outreach.

Signature

Date

Printed Name

Company Name