

## Purchasing & Accounts Payable

Date: 07 November 2012

To: Prospective Bidders

From: Nikolaus D. Lentner  
Director of Purchasing & Accounts Payable

Re: **Addendum #1**  
to RFP SU-102312- Executive Search Firm for Provost and Vice President for Academic Affairs  
Extension of Proposal Due Date and Correction of Finalist Candidates Date

1. Delete from RFP SU-102312:

Proposal Due Date/Time: ..... Nov 8 @ 1:00 PM  
Anticipated Awardee Notification ..... Nov 15, 2012

Insert into RFP SU-102312:

**Proposal Due Date/Time: ..... Nov 13, 2012 @ 1:00 PM**  
**Anticipated Awardee Notification ..... Nov 16, 2012**

2. Page 11, under C. Submission Requirements, item #8.:

Delete:

8. Timeline. Included in your proposal, please identify a timeline, keeping in mind that the College would like a select number of 'finalist' candidates by *January 10, 2013*.

Insert:

8. Timeline. Included in your proposal, please identify a timeline, keeping in mind that the College would like a select number of 'finalist' candidates by **March 31, 2013**.

3. For firms that have already submitted Proposals to RFP SU-102312:

Purchase College has not opened the Proposals received to date.

Please determine if the above changes affect your submitted Proposal. If you decide that you would prefer to submit a new Proposal, please do so and mark it "Replacement Proposal for RFP SU-102312".