



COMMONWEALTH OF VIRGINIA

County of Henrico

DEPARTMENT OF FINANCE
Oscar Knott, CPP, CPPO, VCO
Purchasing Director

Addendum No. 1

Date: June 29, 2022
Invitation for Bid: IFB No. 22-2372-6JEC
Receipt Date/Time: July 11, 2022 at 2:00 PM
Opening Date/Time: July 11, 2022 at 2:00 PM
Subject: Requirements Change

Ladies/Gentlemen,

Please make the following corrections, deletions and/or additions to the above referenced IFB:

1. Please replace the table in Section I, Item B with the following:

Fiscal Year	2020	2021
Approximate Amount Spent:	\$262,000	\$130,000

2. The requirement for Section I, Item C (7) shall be changed to read:

Bidders for Lot A shall maintain a physical store in the Richmond metro area. Bidders must enter their physical address on the Bid Form. Bidders for Lots B, C & D are not required to have a physical address in the Richmond metro area.

All other specifications and General Terms and Conditions shall remain the same.

Bidders must take due notice and be governed accordingly. Acknowledgement of the receipt of this addendum shall be made on your Bid Form.

Failure to acknowledge this addendum may result in your bid being declared non-responsive.

Sincerely,

Jon Creger, VCA, VCO
Procurement Analyst II
Cre057@henrico.us

ACKNOWLEDGEMENT:

Signature: _____

Print Name: _____

Company: _____

Date: _____