



UNIVERSITY OF MARYLAND GLOBAL CAMPUS

Date: August 19, 2021

To: All Prospective Bidders

From: Sharon Barry, Director
Robert Powell, Buyer

Re: Addendum Number #1 to RFP #91902 – Event Production Services

The following revises the above referenced RFP documents. Receipt of this addendum is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda Form" and including it in the Proposal.

Note regarding MBE:

Please be advised that Prime Contractors do not have to be a State of Maryland MDOT-certified MBE firm, but you must hire MDOT-certified MBE Subcontractors to satisfy the 1.5% MBE goal. Prime Contractors who are MDOT-certified MBE firms, i.e., MBE Prime Contractors can self-perform up to 50% of the 1.5% MBE goal. The remaining 50% of the 1.5% MBE goal must be satisfied by an MDOT-certified MBE Subcontractor.

1. Contractor is a Virtual Events Platform company that provides complete white glove service including Project Management, Customization and Managing Virtual Events. Contractor has very limited capabilities in providing production services but requests to know if UMGC plans to arrange all virtual production on its own or will a contractor provide partial support in fulfilling some virtual production equipment needs?

*Answer: In accordance with Section 2, Paragraph 2 of Solicitation #91902, Contractor must be able to perform **all** services on their own and/or through an MDOT-certified MBE Subcontractor.*

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

Solicitation: UMGC Solicitation #91902 – Event Production Services

Proposal Due Date: August 30, 2021 by 2:00 p.m.

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Signature

Name Printed

Title