

**Request for Bid (RFB)
No. V-20-009
Consulting Services - Human-Centered Design
Convening Event**

**Amendment No. 1
March 19, 2020**

Notice to all bidders:

After much consideration of current national circumstances and in order to facilitate orderly and timely submittal of proposals, the above-referenced RFB, issued **March 6, 2020**, is modified as set forth in this amendment. The original RFB remains in full force and effect, except as modified by this amendment, which is hereby made part of the RFB.

Section V(A)(2) – Instructions for Submitting Proposals, is replaced in its entirety with the following:

Proposals may be submitted via email to rfb-hcd@snvwc.org no later than the date and time specified in this solicitation, **Sec. II**. Proposals that do not arrive by the specified deadline will not be accepted. Proposers may submit their proposal at any time prior to the specified deadline. A written version of this RFB can be obtained at the provided address or by accessing the Workforce Connections' website at <http://nvworkforceconnections.org>

Section V(A)(4) - Instructions for Submitting Proposals, is replaced in its entirety with the following:

Proposals must be submitted in a sealed envelope and marked, "**Request for Bid – Consulting Services – Human-Centered Design Convening Event, RFB No. V-20-009**, only if submitted via U.S. Postal Services, UPS, or any other type of delivery service. The name and address of the proposer must also be clearly marked on the envelope. All proposals will be time-stamped by Workforce Connections upon receipt.

Section IX(B)(3) - Cost Proposal, is replaced in its entirety with the following:

The cost proposal must be submitted to Workforce Connections in a **separate sealed envelope** and be clearly marked **Request for Bid – Consulting Services – Human-Centered Design Convening Event, RFB No. V-20-009**, only if submitted via U.S. Postal Services, UPS, or any other type of delivery service. Please follow the instructions provided on Sec. V (A). The name and address of the bidder must also be clearly marked on the envelope. The cost proposal will also be time stamped.

Note: Technical and cost proposals, including any questions you may have, may be submitted via email to rfb-hcd@snvwc.org

Your interest and consideration are appreciated.