



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB
PURCHASING AGENT

GWEN MCLAREN, CPPB
ASST. PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550

June 3, 2021

PROJECT NAME: Agenda Management Solutions
SOLICITATION NOS: RFP #B211035
RE: ADDENDUM #1

To All Prospective Bidders:

The following information is being provided to aid in preparation of your proposal submittal(s):

Question #1: *Would you be able to clarify Question #158 on page 15 of the RFP #B211035? The solution must provide out of the box reporting capabilities. Can you provide a little more detail around what type of reports Galveston County would like to run (i.e. vacancy reports, agenda forecast, demographics, infographics, and system analytics?)*

Response: Reports that may be utilized are abstentions or absences and maybe system information. Additional reports that may be utilized are reports of items pending in the queue (during CAR (Contract Approval Request) approval process) but this should be feasible by the monitoring workflow mentioned in item #30.

If you have any further questions regarding this bid, please address them to the person listed below and/or via e-mail at purchasing.bids@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

Rufus G. Crowder, CPPO CPPB
Galveston County Purchasing Agent
722 Moody, Fifth (5th) Floor
Galveston, Texas 77550
E-mail: purchasing.bids@co.galveston.tx.us

Please excuse us for any inconvenience that this may have caused.

Sincerely,

A handwritten signature in black ink that reads "Rufus G. Crowder". There is a small "ND" written above the signature.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County



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June 4, 2021

PROJECT NAME: Agenda Management Solutions
SOLICITATION NO: RFP #B211035
RE: ADDENDUM #2

To All Prospective Proposers:

The following information is being provided to aid in preparation of your proposal submittal(s):

Qualification Timeline:

The timeline for RFP #B211035, Agenda Management Solutions has been revised. The revised date and time are as follows:

Proposal Opening: *Thursday, June 17, 2021*
Time: *2:30 p.m.*

If you have any further questions regarding this solicitation, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at purchasing.bids@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

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Sincerely,

A handwritten signature in black ink that reads "Rufus Crowder" with a small "rd" above the "d".

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County