

October 15, 2020

ADDENDUM NO. 4

Re: Solicitation No. 8005375 – Bond Counsel and Disclosure Counsel Services

Please be advised of the following changes to the above referenced Solicitation.

CHANGES:

1. Add the following to the proposal instructions:

SUBMITTAL OF PROPOSALS

The Board will accept Proposals no later than the Deadline for Proposal Submittal in hard copy form. The Board will not consider late proposals. All Proposals submitted in response to this RFP shall become the property of the Board and will not be returned to the Proposer.

One Hard Copy Proposals must be signed, sealed in an opaque envelope or container, and delivered to the Board's Procurement and Material Management (PMM) Offices. Unsigned, unsealed or late Proposals will not be considered. The Proposer must submit on **thumb drives, five (5) exact copies of each proposal.** The Proposal submittal must be clearly marked with the Solicitation Number, Proposal Due Date and Time and addressed to the attention of the PMM Department.

Thumb Drive Contents

Separate PDF of Proposal Qualifications Statement

Separate PDF of M/WBE Information as follows:

Diversity and Inclusion Initiatives

- M/WBE Commitment Form for proposing Team
- Certification Certificate(s) for M/WBE Partner(s)
- Workforce Composition Form for each Prime and M/WBE Partner(s)
- Business Disclosure Form for each Prime and M/WBE Partner(s), in addition
- Respond to Evaluation Criteria, 5. Diversity and Inclusion Initiatives (15 points)

Proposer must provide all information requested in this Solicitation for a Proposal to be considered responsive.

All Proposers must organize their response in accordance with the instructions in the Format of Submittal Contents Section of this Solicitation.

2. Change: No separate Envelope No. 1 is required.

NOTE: A copy of this addendum shall be acknowledged by appropriate signature and attached to the submitted proposal.

Company Name

Signed

Date

If you have any questions regarding this matter, contact during normal working hours (8:00 AM to 4:30 PM, Monday through Friday) at 972-973-5648 (p) or at the email address of sbkillyon@dfwairport.com.

Sincerely,

Sonji Brown-Killyon, CPPB
Procurement and Materials Management Department