COMMONWEALTH OF VIRGINIA

###### COUNTY OF HENRICO



DEPARTMENT OF FINANCE

CECELIA H. STOWE, CPPO, C.P.M.

PURCHASING DIRECTOR

**September 22, 2016**

**ADDENDUM NO. 1**

**Request for Proposal: #16-1255-9CS**

**Subject: Records Management System - Division of Fire**

Gentlemen/Ladies:

Please make the following changes, corrections, additions or deletions to the above referenced Request for Proposal:

**This RFP and any addenda are available on the County of Henrico Purchasing website at** [**http://www.henrico.us/purchasing**](http://www.henrico.us/purchasing) **To receive an email copy of this document, please send a request to: bar10@henrico.us**

* **Page 1, last sentence currently reads:**

“Technical questions concerning this Request for Proposal should be submitted to **Cecelia H. Stowe,** [**sto05@co.henrico.us**](mailto:sto05@co.henrico.us) **than 12:00 noon, September 22, 2016**.”

* **CHANGE TO READ:**

*“Technical questions concerning this Request for Proposal should be submitted to* ***Cecelia H. Stowe,*** [***sto05@henrico.us***](mailto:sto05@henrico.us) ***than 12:00 noon, MONDAY, SEPTEMBER 26, 2016”***

Unless otherwise changed by an addendum, all other information will remain the same.

Sincerely,

Cecelia H. Stowe, CPPO, C.P.M.

Purchasing Director

[Sto05@henrico.us](mailto:Sto05@henrico.us)

804-501-5685

8600 Staples Mill Road /PO BOX 90775/HENRICO VIRGINIA 23273-0775

(804) 501-5660 FAX (804) 501-5693