

ADDENDUM TWO
On-Call Event Services

Note: The following clarifications, changes, additions and deletions to Request for Proposal 13-2270, hereby become part of the Request for Proposals. It is essential that all prospective Proposers note the content of the Addendum.

Section VII, Proposal Contents, Subsection D is replaced in its entirety:

D Experience/Samples of work, no more than three (3) pages plus work samples

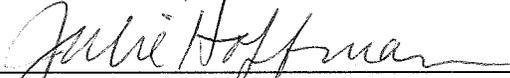
Provide previous work examples that demonstrate how you meet the experience requirements listed in Section IV. Describe three (3) projects conducted over the past three (3) years that involved services similar to the services required. For each of the three example projects provide the following information on a single typed coversheet no more than one (1) page in length:

- Describe the scope and goals of the project and how success was measured.
- Clearly define your firm's role in the project and how, if applicable, you worked with other contractors.
- Identify any employees/persons you have listed under "Staffing" for this proposal who worked on the project and describe their role.
- Provide a reference for the project – client's name, title, role on the project, email address and telephone number.

If applicable, attach relevant work samples or a visual representation of the work: a URL for a website or application, a printed screenshot, etc. Samples can be provided on a USB drive, CD or DVD.

All other terms and conditions of this solicitation remain the same.

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