

# City of Franklin Addendum No. 3 to

## Purchasing Office Solicitation No.: 2019-002

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1. Solicitation identified: This Addendum No. 3 applies to the following procurement solicitation:

**electronic bill presentment services, payment processing services and coordinated paper bill presentment services**

**Purchasing Office Solicitation No.: 2019-002**

2. Notice to Proposers publication date: **February 21, 2019**
3. Solicitation release date: **February 22, 2019**
4. Addendum No. 1 release date: **March 11, 2019**
5. Deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation: **March 14, 2019, 2:00 p.m. Central Time**
6. Addendum No. 2 release date: **March 19, 2019**
7. Addendum No. 3 release date: **March 20, 2019**
8. Proposals submittal deadline and scheduled opening: **~~March 26, 2019, 2:00 p.m. Central Time~~  
April 2, 2019, 2:00 p.m. Central Time**
9. Tentative date of release of City's tabulation of proposals received and notice of intent to award: **~~April 18, 2019 or May 10, 2019~~  
(depending upon whether interviews are conducted)**
10. Tentative date of award: Meeting of Board of Mayor and Aldermen at which is tentatively scheduled to be awarded the selection of the proposal that best meets the needs of the City: **~~May 14, 2019 or May 28, 2019~~  
(depending upon whether interviews are conducted)**
11. Addendum:

In reference to the City of Franklin's February 22, 2019 Purchasing Office Solicitation No. 2019-002 for electronic bill presentment services, payment processing services and coordinated paper bill presentment services, the City has been asked to reconsider whether to postpone the proposals submittal deadline and scheduled opening. The City has now reconsidered the matter and is hereby postponing that deadline by exactly one (1) week, from March 26, 2019 at 2:00 p.m. Central Time to April 2, 2019 at 2:00 p.m. Central Time.

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Further, provision 6.b (“Proposals delivered too early”) of the Instructions for Proposers is hereby waived.

The purpose of this Addendum No. 3 is to announce the City’s decision to postpone.

Please note that the submittal deadline and scheduled opening of all proposals received has, by this Addendum No. 3, been postponed and now is:

**April 2, 2019, 2:00 p.m. Central Time**

12. Acknowledge addendum: Proposers may acknowledge this Addendum No. 3 on the Proposal Submittal Form in the space to the right of the text on that form that reads, “Acknowledge any and all issued addenda to this solicitation.” However, failure to acknowledge this Addendum No. 3 on the Proposal Submittal Form shall not cause the City to consider a proposal to be non-responsive.
13. Questions: The deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation has now passed. To ask questions of a procedural nature, please contact:
  - City of Franklin Purchasing Office
  - Franklin City Hall, Suite 107
  - 109 3<sup>rd</sup> Ave. South
  - Franklin, TN 37064
  - [purchasing@franklinton.gov](mailto:purchasing@franklinton.gov)
  - Tel: 615/550-6692
  - Fax: 615/550-0079
14. Communication with City during procurement phase: Any questions about either the content of or the procurement process pertaining to this procurement solicitation should be addressed as described above. Until the procurement award has been made, vendors shall not communicate about either the content of or the procurement process pertaining to this procurement solicitation with any official, employee or other representative of the City except through the City’s Purchasing Office. The City reserves the right to disqualify any vendor that initiates unauthorized communication with the City during the procurement phase.