

Office of State Procurement
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

September 29, 2020

ADDENDUM NO. 3

Your reference is directed to Solicitation Number 3000015630 for the Request for Proposal (RFP) for Collection of Adult Offender Legally Mandated Fees and Telephone Reporting, which is scheduled to open at 10:00 A.M. (CT) on October 1, 2020.

The following changes are to be made to the referenced solicitation:

Refer to RFP Section 1.6 Schedule of Events, 4. Proposal Opening Date (Proposal Submission Deadline)

Changed to read: Proposal Opening Date (Proposal Submission Deadline) to be October 8, 2020 at 10:00 AM CT.

Refer to RFP Attachment E: General Requirements / Deliverables for Collections Services, Section 2.3.4, page 62.

Add to include:

The number of letters sent out for the period of July 1, 2019 through June 30, 2020:

New account letters: 27,050
Delinquent letters: 118,792
Total: 145,842

24,992 disbursement checks were sent via USPS First Class Mail.

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION.

ACKNOWLEDGEMENT: If you have already submitted your proposal and this Addendum does not cause you to revise your proposal, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail to: Office of State Procurement, P. O. Box 94095, Baton Rouge, LA 70804-9095, by hand delivery to: 1201 N. 3rd Street, Ste. 2-160, Baton Rouge, LA 70802, or by

fax to: (225) 342-9756. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an acknowledgement shall not relieve the proposer from complying with the terms of its proposal.

Addendum Acknowledged/No changes:

For: _____ By: _____

REVISION: If you have already submitted your proposal and this Addendum requires you to revise your proposal, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to proposal opening by mail to: Office of State Procurement, P. O. Box 94095, Baton Rouge, LA 70804-9095, or by hand delivery or courier to: 1201 N. 3rd Street, Ste. 2-160, Baton Rouge, LA 70802, and indicate the file number and the proposal opening date and time on the outside of the envelope for proper identification, or by fax to: (225) 342-9756. Electronic transmission other than by fax are not being accepted at this time.

Revisions received after proposal opening shall not be considered and you shall be held to your original proposal.

Revision: _____

For: _____ By: _____

By: Stephanie Horvath
Office of State Procurement
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Email: Stephanie.Horvath@la.gov