



2/6/2025

RFP Addendum 1
Request for Proposal Number: P25SM002
Professional Education Programs Solution

Please note the following changes on the above referenced Request for Proposal.

1. Section 7.3 is removed in its entirety and replaced with the following:
Schedule of Events. The following is the schedule that will apply to this RFP, but may change in accordance with the University's needs.

01-30-25	Issuance of RFP
02-10-25	Technical Questions/Inquiries due no later than 3:00 PM/MST
02-20-25	RFP is Due February 20, 2025, no later than 3:00 PM, MST
Week March 10th	Proposer Presentations
03-27-25	Complete Evaluations
04-3-25	Award Notification

2. Section 7.4.2 is removed in its entirety and replaced with the following:
Proposals are to be addressed and delivered to Northern Arizona University, Attention Associate Vice President Becky McGaugh at 545 E. Pine Knoll Drive. Flagstaff, AZ 86011 on or before 3:00 PM MST, February 20, 2025 at which time a representative of University will announce publicly the names of those firms or individuals submitting Proposals. No Proposals will be accepted after this time. No other public disclosure will be made regarding the RFP until after issuance of a notice of intent to Award or notice of Award of the Contract. No telephone, electronic or facsimile proposals will be considered. Conditional Proposals shall not be considered. If responding by United States Postal Services mail, allow additional time for on-campus delivery. Proposals will be opened at the Zoom meeting identified below. **Proposals received after Opening will be returned to the Proposer unopened.**