



April 12, 2024

## ADDENDUM #2

### REQUEST FOR PROPOSALS (RFP) NUMBER: 23-21 ONLINE PAYMENT SYSTEM SERVICES

## IMPORTANT NOTICE

**Please note the following responses to questions asked by a prospective Proposer:**

1. Question 1. Would you be able to provide more details on your spend information from APPENDIX C: HISTORIC TRANSACTION VOLUMES BY TYPE?.
  - Each Vendor Names
  - Each Vendor's 12 month spend
  - Each Vendor type of payments (ach, wire, Vcard)

**Answer:** Yes, we can provide the information. Please email Patricia McCaughey at [pmccaughey@ocde.us](mailto:pmccaughey@ocde.us) and I will send you the link to the information.

2. Question 2. In lieu of a CD flash drive, can we submit the digital PDF copy of our proposal via email to you? Our internal security team has determined cd/flash drive document submissions to be a security risk and therefore, prohibited.

**Answer:** No, you can password protect your flash drive and email the password after the RFP opening..

All Project Documents remain unchanged except sections or parts of sections added to, revised, deleted or clarified by this Addendum.

This Addendum shall be considered part of the Project Documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally herewith. Where provisions of the following supplementary data differ from those of the original Project Documents, this Addendum shall govern and take precedence.

Firms are hereby notified that they shall make any necessary adjustments in their proposal on account of this Addendum. It will be construed that each Firm's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

Sincerely,

A handwritten signature in blue ink, appearing to read "Patricia McCaughey".

Patricia McCaughey  
Director, Business Operations