



Purchasing Division
1111 Superior Avenue E, Suite 1800
Cleveland, Ohio 44114
Ph: (216) 838-0410 Fax: (216) 436-5118

Date: May 14, 2018
To: All Service Providers
From: Seletha R. Thompson *SR*
Purchasing Analyst
Re: Addendum #1 for RFP #21243 - Equity and Inclusion Employee Survey

Below is Addendum #1 for RFP #21243 - Equity and Inclusion Employee Survey. This addendum supplements and amends the items in the Specifications. This addendum must be noted on the Addendum Acknowledgement Form found in the RFP. Failing to acknowledge this Addendum on the Addendum Acknowledgement Form may cause the proposal to be rejected.

The Pre-Proposal Meeting for RFP 21243 – Equity and Inclusion Employee Survey is being held on May 17, 2018 at 1:00 PM at CMSD Main Office 1111 Superior Avenue E, 5th Floor Board Room, Cleveland, OH 44114. Attendance at the Pre-Proposal Meeting is encouraged, but not mandatory. A Conference Call line is available and the information is as follows:

- **Dial-In #: 563-999-2360**
- **Access Code: 306169**

As a reminder:

- All questions and correspondence related to this RFP must be submitted in writing **ONLY** by **12:00 pm on May 21, 2018** to seletha.thompson@clevelandmetroschools.org
- Separate Sealed proposals for the scope of work and requirements will be received in the Cashier's Office of the Cleveland Metropolitan School District located at 1111 Superior Avenue E, Cleveland, Ohio 44114, until **1:00 pm current local time on June 1, 2018**. This RFP will not be publicly opened.

--End of Addendum--