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| **Division of Finance and Business Operations** |  | **Procurement & Strategic Sourcing** **5700 Cass Avenue, suite 4200****Detroit, Michigan 48202****(313) 577-3734** **FAX (313) 577-3747** |

**January 16, 2014**

**Addendum2/Corrections to Cost Schedule C**

**Revised RFP Strategic Source AV Equipment 2013**

**datedDecember 23, 2013**

*Only those vendors that participated in the 2 pre-bid meetings in regards to the above RFP will be allowed to participate in this RFP Process*.

The pre-bid conference for the Revised Strategic Source AV Equipment 2013 was held on January 9, 2013, at 2:00 p.m. The pre-bid conference was held in Room 21 of the College of Nursing or Cohn Building, located at 5557 Cass Avenue, Detroit, MI. This was a voluntary meeting for those that had already attended the previous mandatory pre-bid meeting on November 15, 2013. For those new participants to the RFP Process, this meeting was **mandatory.** Robert Kuhn, Sr. Buyer, reviewed the administrative requirements of the pre-bid package, especially concerning details such as bid due dates and who vendors may contact during the live bid process. Robert Kuhn, Sr. Buyer, and Paula Reyes, Assoc. Director of the Procurement and Strategic Sourcing Department, discussed the expectations and scope of work.

This amendment is issued to announce the revised Cost Schedule C, with corrections dated January 16, 2013 – copy attached.

The corrected Cost Schedule C can be found on the University’s website at: **http://www.forms.purchasing.wayne.edu/Adv\_bid/Adv\_bid.html**.

All questions concerning this project must be emailed to Robert Kuhn, Sr. Buyer: ac6243@wayne.edu copy Paula Reyes, Associate Director, bb2709@wayne.edu by 12:00 p.m., November 25, 2013.

**Do not contact other University Units, directly as this may result in disqualification of your proposal.**

Thank you

Robert Kuhn,

Sr. Buyer, Purchasing

313-577-3712

CC: Ken Doherty, Paula Reyes*,* Attendees list