



Government Support Services – Contracting
100 Enterprise Place
Suite # 4
Dover, DE 19904-8202

October 1, 2013

TO: ALL OFFERORS

FROM: COURTNEY MCCARTY
STATE CONTRACT PROCUREMENT OFFICER II

SUBJECT: REQUEST FOR PROPOSAL – ADDENDUM #1
NO.: GSS14602-TRANSLAT_OSW
On-Site Interpretation and Written Translation Services

ADDENDUM #1

The purpose of this addendum is to correct a date error in the Request for Proposal document.

CONTRACT PERIOD (page 4) – This should read:

Each Vendor's contract shall be valid for a one (1) year period from **February 1, 2014** through **January 31, 2015**. Each contract may be renewed for three (3) one (1) year periods through negotiation between the Vendor and Office of Management and Budget, Government Support Services. Negotiation may be initiated no later than ninety (90) days prior to the termination of the current agreement.

The State reserves the right to extend this contract on a month-to-month basis for a period of up to three months after the term of the full contract has been completed.

PRICE ADJUSTMENT (page 23) – This should read:

If during the initial term of the contract, the Vendor is not prohibited from offering a price reduction on its services or materiel offered under the contract. The State is not prohibited from requesting a price reduction on those services or materiel during the initial term or any subsequent options that the State may agree to exercise.

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If agreement is reached to extend this contract beyond the initial one (1) year period from **February 1, 2014** through **January 31, 2015**, the Office of Management and Budget, Government Support Services shall have the option of offering a determined price adjustment that shall not exceed the current Philadelphia All Urban Consumers Price Index (CPI-U), U.S. City Average. If the CPI-U is used, any increase/decrease shall reflect the change during the previous published twelve (12) month period at the time of renegotiation.

All other terms and conditions remain the same.