



KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM

REQUEST FOR PROPOSAL ADDENDUM

SOLICITAION NO.: RFP-0331
ADDENDUM NO.: 1
RFP ISSUE DATE: April 18, 2025
ADDENDUM DATE: April 29, 2025
OPENING DATE: **May 15, 2025 @ 4:00PM EST**

The following information is being provided in response to questions received for this RFP:

- 1) The signature page (p. 1 of the RFP) states, "All solicitations and contracts are subject to General Terms and Conditions of KCTCS." The RFP also states in section 46. General Terms & Conditions Solicitations & Contracts (p. 14), "By submitting a proposal to KCTCS an offeror agrees to these conditions and to comply with the information and instructions contained herein." As certain regulations and/or statutory provisions cited in the general terms and conditions may not apply to this engagement, will KCTCS accept any modifications or exceptions to the general terms and conditions? If so, should we request the modifications in our response to the RFP
 - a) KCTCS may allow certain modifications; however, as a state entity, there are terms and conditions that are not negotiable. KCTCS would like to know your requested modifications to the terms and conditions as this contract will be reviewed by our Legislative Research Commission, Government Contract Review Committee. It may impact our ability to award a contract depending on the request.
- 2) Kindly confirm the page limit for the technical response. The RFP notes that the limit is 25 pages in section 15 Proposal Instructions (p. 6) of the RFP but 50 pages in the paragraph that follows subsection G (p. 7)?
 - a) KCTCS will allow a 50 page limit on the responses for this RFP.
- 3) We registered on the KCTCS supplier portal on Tuesday, April 22, but have not heard back regarding the status. When should we expect a response?
 - a) Responses for supplier onboarding are only necessary for the successful Offeror; registration is not required to respond to any of KCTCS' solicitations. However, onboarding is open to any and all suppliers in the marketplace at any time. Responses to onboarding registrations may take 5-10 business days, but will not impact the proposal review process.

Bidders must acknowledge receipt of this and any addenda either with solicitation or by separate letter or email prior to award of contract. If by separate letter, the following information should be placed in the lower left-hand corner of the envelope:

RFP No.: RFP-0331
Title: Federal Lobbyist Services

Name of Firm: _____

Authorized Signature: _____