



MONTGOMERY COLLEGE – OFFICE OF PROCUREMENT
IGNITE HUB CAREER COACHING SERVICES
RFP NO.: e423-005
RFP CLOSING DATE AND TIME: MARCH 30, 2023 @ 3:00 PM

ADDENDUM #2
Issued: March 14, 2023

THE PURPOSE OF THIS ADDENDUM IS TO MAKE CHANGES TO THE RFP DOCUMENTS AS FOLLOWS:

- 2-1 To **extend** the RFP closing date and time from 3:00 PM on March 22, 2023 to **3:00 PM on March 30, 2023.**
- 2-2 To provide two site visit opportunities to all interested offerors to tour the igniTe Hub facility located at Room 109, Mannakee Building, 900 Hungerford Drive, Rockville, Maryland 20850. Interested parties may attend **site examinations either at 11:00 a.m. or 2:00 p.m. on March 24, 2023.** College representative(s) will meet all interested Offerors in the lobby at the front entrance of Mannakee Building. See attached direction to the site visit.

Interested Offerors attending the site visit must follow the College Health and Safety Procedures at <https://www.montgomerycollege.edu/coronavirus/return-to-campus/index.html>.

For those interested Offerors unable to attend the above scheduled site visit, the College may accommodate additional site visit upon receipt of email request. Please email Rossana Garcia at Rossana.garcia@montgomerycollege.edu. A virtual tour of the Hub is also available at: <https://ignitehubmc.com/360-virtual-tour/>.

It is each Offeror's responsibility to become familiar with the existing igniTe Hub facility and all information necessary to prepare a proposal. No allowance will be made to the successful Offeror at a later date for additional cost required because of its failure to conduct site visit.

All others remain unchanged.

Patrick Johnson, MBA. CPPB
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the technical proposal. Failure to return this Acknowledgment of Addendum may deem a proposal nonresponsive.

NOTE: ACKNOWLEDGEMENT OF RECEIPT OF RFP ADDENDA WILL NOT BE ACCEPTED BY FACSIMILE OR EMAIL.

Company Name

Authorized Signature

Date

Printed/Typed Signature

DIRECTION TO IGNITE HUB AT MANNAKEE BUILDING ON THE ROCKVILLE CAMPUS

