

PITTSYLVANIA COUNTY
VIRGINIA

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August 11, 2017

RE: RFP 201707-26

The following shall serve as Addendum #1. Please acknowledge receipt of this addendum when submitting your proposal.

Dear Vendor:

1. How many voting members does the County have ?
The Board of Supervisors' has 7 members
The Planning Commission has 7 members
The Zoning Board of Appeals has 7 members
2. Do you require the Request to Speak option ? And if so, do you want us to control the microphones; if so, what is the manufacturer of your existing mixer(and how old is it) ?
The County does not need the vendor to record at all, **so no**, at this time the County does not need the Request to Speak option.
3. Do you have a video display switcher ? This may be needed if you have more than one flat screen in the chamber. **No, we only plan to use one flat screen**

Whether companies from Outside USA can apply for this? (like from India or Canada) **yes**
4. Whether we need to come over there for meetings? **Yes**
5. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada) **Some task maybe able to do outside the USA, but you must attend any meeting that we may have. No exceptions.**
6. Can we submit the proposals via email? **No**
7. We are interested in the Agenda automation proposal; are the following features mandatory?
 - Voting system **YES**
 - Existing contracts in Virginia- **NO**
8. We are not a Virginia based company so cannot provide a SCC certificate. Is there a different document we should provide? **A Business license**
9. We do not currently have any customers in Virginia. Can we use municipalities outside of Virginia for references? **yes**

Sincerely,

Connie Gibson
Purchasing Manager