

ADDENDUM #1

FOR

RFP – Waste Management and Recycling Services

(10/27/2021)

Clarifications:

The Pre-Proposal meeting for this work will be held virtually on November 3, 2021 at 1:00 PM. Each company/firm must register as an interested respondent for this work on the website and by email to Michael Taylor, mtaylor@paconvention.com by November 1, 2021, at 4:00 PM. After the virtual meeting, you may schedule individual or small group site visits to the Convention Center through Janet Mitrocsak.

RFP due dates are as follows:

Register for the RFP: Monday, November 1, 2021 by 4 PM

Virtual Pre-Proposal Meeting: Wednesday, November 3, 2021 at 1 PM

Site Visit: November 4, 2021, schedule with Janet Mitrocsak after the Pre-Proposal meeting

Questions Due: Tuesday, November 10, 2021 by 12 PM

Proposals Due: Tuesday, November 23, 2021 by 1 PM

An attendance sheet from the meeting will be posted on the website after the meeting for anyone interested.

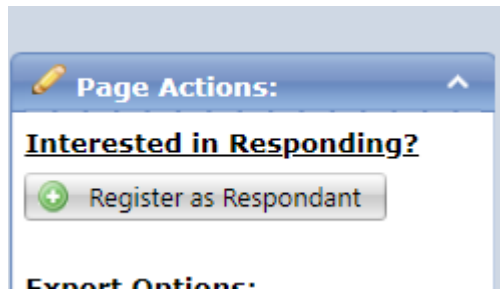
Instructions for Registering under our Cobblestone Vendor Portal for the Project as an Interested Respondent are below.

Please note, this website works best with Google Chrome or Microsoft Edge browsers. Other browsers may have technical difficulties. Please contact Lisa Dobbertin if you have any issues registering (ldobbertin@paconvention.com, 215-418-4769).

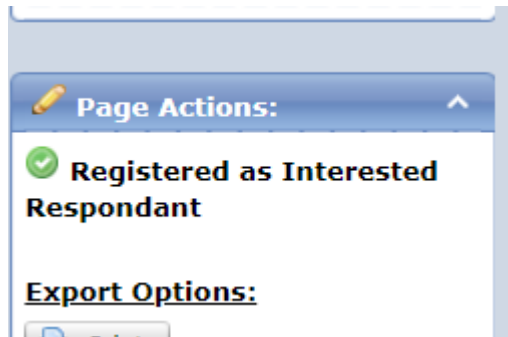
- 1) Your company must first register for our Vendor Portal if you have not done so already. Instructions for this are located under “Vendor Portal User Guide” here:
<https://cobblestone.paconvention.com/vendorgateway/Help.aspx>
- 2) Once registered on the Vendor Portal, you can then Register as an Interested Respondent for the Project.
 - a. Login with your User Name, Password, and Company ID
 - b. Select “Search All Solicitations” under the Solicitation menu
 - c. Hit “View” under the Solicitation Project you want to Register for

View	22	Restroom Renovations Project - Phase 3	Bid	3/12/2020 6:30:00 PM
1				

- d. Under the Page Actions Menu on the left, click the button that says “Register as Respondent”



- e. Once you see this message, you are then registered.



- f. Lastly, please make sure your email is set up so that future Cobblestone messages do not get sent to your Spam folder.