

ADDENDUM 1

DISPATCH SOFTWARE

ISSUE DATE: MARCH 6, 2025

RFP NOTES

4.5 ADDENDUM

Any corrections or changes to this RFP will be made by written addendum only, duly numbered, dated, issued, and posted on the PLT website.

Should an addendum be posted on the website, the proposal **shall illustrate that each addendum has been received and read.**

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ADDENDUM 1 – DISPATCH SOFTWARE

ADDENDUM 1

1. COVER SHEET

Issue date on the Cover replaced as follows: “ISSUE DATE: FEBRUARY 25, 2025”

Proposal Due Date on the Cover replaced as follows: “PROPOSAL DUE DATE: MARCH 31, 2025”

Time on the cover replaced as follows: “TIME: 3PM CENTRAL DAYLIGHT TIME”

2. SECTION 4 PROPOSAL & PROJECT DATES

The first paragraph in 4 section titled Proposal & Project Dates on Page 7 is updated as follows:

TABLE D illustrates the schedule for the selection of a vendor and the awarding of the contract. It is the intent of PLT to have the new software fully deployed no later than November 30, 2025.

3. SECTION 4 PROPOSAL & PROJECT DATES TABLE

Table A on Page 7 of Section 4 is to be replaced with the following and renamed to TABLE D per below. All references (non attachments) to TABLE D in the RFP are to the table below.

TABLE D

RFP and Project Major Milestone Activities	Date
Advertise and release RFP (posted on PLT Website)	February 25, 2025
Last day to submit questions	March 11, 2025
Response to questions – addendum (posted on PLT Website)	March 17, 2025 (anticipated date)
Proposal due date	March 31, 2025
Interviews (if required)	Week of April 7, 2025
Best and final offer / contract negotiation	April 14 – April 20, 2025
PLT - Board approval of selected vendor	Anticipated to be in Late – April, 2025
Contract execution and NTP	Anticipated May 29, 2025
Substantial Completion - Go Live date (Fully Operational Dispatch Software)	September 30, 2025
Final Acceptance	November 21, 2025

4. SECTION 6 EVALUATION OF PROPOSAL

Table B on Page 7 of Section 11 is to be renamed as TABLE E. All references (non attachments) to TABLE E in the RFP are to this table.

5. ATTACHMENT A – SCHEDULE TABLE F

Table F of Attachment A on Page 16 is to be replaced with the following:

ADDENDUM 1 – DISPATCH SOFTWARE

ATTACHMENT A – TABLE F

Activity (Major Milestones)	**Time Frame (year is 2025)
Kickoff	June
Migration of Data	July
Installation	August
Testing	August -September
Training (On-Boarding)	September - October
Final Acceptance	November

6. **ATTACHMENT A – SCHEDULE PARAGRAPH**

The last paragraph in the section titled Schedule of Attachment A on Page 16 is updated as follows:

A demonstration to the PLT Community Action board OR Advisory Committee, might be required in the months of September - October 2025. For purposes of cost identify this in the cost estimate.