April 9, 2013

TO: ALL POTENTIAL PROPOSERS

RE: RFP NO. 2503-13-37
"FINANCIAL SERVICES ASSISTANCE"

ADDENDUM II

1. 5.0 PROPOSAL CONTENT, A. VOLUME I TECHNICAL PROPOSAL,
SUBSECTION 7. SUBCONTRACTORS

The following change is being made to Section 5.0 Proposal Content, A. Volume I Technical Proposal, Subsection 7. Subcontractors:

Subcontractors: Persons who are not employees of the proposer shall be considered as subcontractors. A person or business which has a contract (as an "independent contractor") with a potential proposer to provide some portion of the work or services on a project which the contractor has agreed to perform shall be considered a subcontractor. All subcontractors necessary to conduct the work must be identified, including the percentage of the project to be accomplished. For each subcontractor, the proposer should include a letter of agreement to undertake their portion of the proposed project.

2. ATTACHMENT IV: RFP COST SHEET Revised (See Attached)

Phase 1B column title has been revised from “Estimated # of hours” to “# of hours (2,080/yr. x 3 yrs.)”. Additionally, the number of hours for computing 6,240, is provided for clarification.

Phase 3 Title has been revised from “Implementation” to “Assistance and Training”.

## Attachment IV  Cost Sheet

### Phase 1A  Assessment and Planning

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Hourly Rate</th>
<th>Estimated # of hours</th>
</tr>
</thead>
<tbody>
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(Add categories as necessary)

### Phase 1B  Staff Augmentation - Accounting Services

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Hourly Rate</th>
<th># of hours (2,080/yr. x 3 yrs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>6,240</td>
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<td>6,240</td>
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Note: For Phase 1(B) Staff Augmentation, the proposer shall provide the cost for two staff members full time for each year of the contract (total of three years).

### Phase 2  Implementation

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<tr>
<th>Labor Category</th>
<th>Hourly Rate</th>
<th>Estimated # of hours</th>
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(Add categories as necessary)

### Phase 3  Assistance and Training

<table>
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<tr>
<th>Labor Category</th>
<th>Hourly Rate</th>
<th>Estimated # of hours</th>
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</table>

(Add categories as necessary)

**TOTAL PROJECT COST**  $