# CHANGE NOTICE

REQUEST FOR PROPOSALS (RFP) 12-2019  
ENVIRONMENTAL HEALTH MANAGEMENT SYSTEM/ SOLUTION (EHMS)

The Proposal DUE DATE has been changed from APRIL 22 to APRIL 29, 2019, at 12:00 Noon

Please make a note of the following changes (in blue) in the table below and in the RFP document (RFP 12-2019 Amended & Re-Issued):

<table>
<thead>
<tr>
<th>Page/Sections in the RFP</th>
<th>Original RFP published on 3/21/2019</th>
<th>RFP Amended &amp; Re-Issued on 4/4/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Page 5. Under Introduction, item I. B “Schedule”</td>
<td>The original RFP was written as follows: Submissions Due 12:00PM Noon April 22, 2019 Technical Review April 2019 Demo Interviews at City’s Discretion April/ May 2019</td>
<td>The RFP is hereby amended as follows: RFP Amended &amp; Re-Issued April 4, 2019 Submissions Due 12:00PM Noon April 29, 2019 Technical Review May 2019 Demo Interviews at City’s Discretion May 2019</td>
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<tr>
<td>2. Page 27. Under Submission Requirements, item V. A “Time and Place for Submission of Proposals”</td>
<td>The original RFP was written as follows: Proposals must be received by 12:00 p.m., on April 22, 2019 [2] copies of required CMD Forms (located in Attachment A-1.zip) in a separately sealed package, clearly marked “CMD FORMS RFP 12-2019”</td>
<td>The RFP is hereby amended as follows: Proposals must be received by 12:00 p.m., on April 29, 2019 [2] copies of required CMD Form 3 - CMD Compliance Affidavit (located in Attachment A-1.zip) in a separately sealed package, clearly marked “CMD FORMS RFP 12-2019”</td>
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<td>3. Page 33 &amp; 34. Under Terms and Conditions for Receipt of Proposals, item VIII. N “Local Business Enterprise Goals and Outreach”</td>
<td>The original RFP was written as follows: (1) Form 2A-CMD Contract Participation Form (2) Form 2B- CMD “Good Faith Outreach” Requirements Form (3) Form 3- CMD Non-Discrimination Affidavit (4) Form 4- CMD Joint Venture Form (if applicable), and (5) Form 5- CMD Employment Form Please submit Forms 2A, 2B, 3 and 5 (and Form 4 if Joint Venture response) with your Response Package. The forms should be part of the “Original” of your response. The forms should have original signatures.</td>
<td>The RFP is hereby amended as follows: (1) Form 2A-CMD Contract Participation Form - Not Required (2) Form 2B- CMD “Good Faith Outreach” Requirements Form - Not Required (3) Form 3- CMD Non-Discrimination Affidavit - Not Required (4) Form 4- CMD Joint Venture Form (if applicable), and - Not Required (5) Form 5- CMD Employment Form Not Required Please submit Forms 2A, 2B, 3 only and 5 (and Form 4 if Joint Venture response) with your Response Package. The forms should be part of the “Original” of your response. The forms should have original signatures.</td>
</tr>
</tbody>
</table>
Applicants are responsible for ensuring that their application reflect any and all Change Notices issued by the Department of Public Health prior to the application due date regardless of when the application is submitted. The Department of Public Health recommends that applicants consult the website frequently to determine if they have downloaded all Change Notices.

DPH is aware that changing the RFQ too near the application deadline is likely to result in the receipt of less than optimum applications, so it will make its best effort not to change the RFQ within 10 City business days prior to the application deadline."

Proposals are due on or before 12:00 pm on April 29, 2019

To access all related documents to this RFQ, please go to:
http://www.sfdph.org/dph/comupg/aboutdph/insideDept/Contracts/
Or contact: The Office of Contract Management and Compliance
Email at: sfidphcontractsoffice@sfdph.org