



JACKSONVILLE HOUSING AUTHORITY (JHA)

Addendum Number: Two (2)

Proposal Number: CS-001-20

Title of proposal: **Electronic Document Management / Workflow Software**

This addendum is hereby incorporated into the contract documents for the above project.

This addendum is for the purpose of clarifications and amendments.

Dated: May 7th, 2020

The following items are clarifications, additions and revisions to, and shall take precedence over the original specifications dated as issued for proposal on April 28th, 2020.

A few questions have been received that I will answer in this addendum. Questions can be received up to May 19th, 2020 by 12:00pm:

1. Is it a requirement for any or all of the work to be completed on site? **No, if work can be done remotely that is acceptable.**
2. Would you consider a Canadian entity for the completion of the project? **Yes**
3. Is there a remote option for the vendor pre-bid conference on 5/8? **It has been changed to a video conference meeting utilizing RingCentral. All information was provided in Addendum #1 on this solicitation that was issued on 5/5/20 at 3:50pm.**
4. How Many staff will need to access the Document Management solutions? **Approximately 100 - 120.**
5. What is the JAXHA's current Housing Management System? **Yardi**
6. There is a reference to 'folders' as a filing structure. Is JAXHA willing to consider other data storage and classification than a traditional folder structure? **Yes**

Acknowledge receipt by signing below:

This acknowledgement receipt must accompany the bid packet or your bid will be considered unresponsive.

Bidder's Signature



Title

Company Name

Date

If this addendum affects bid pricing for a bid previously submitted, the previously submitted bid will be returned unopened. If this addendum does not affect bid prices for a bid previously submitted, the acknowledgement may be mailed/delivered in a sealed envelope labeled with the proposal number and addenda number and must be received in Purchasing PRIOR to the bid opening.

DO NOT FAX THIS FORM.

This addendum is issued for the information of the above titled project and will be part of the contract.
