**ADDENDUM 1**

DATE: April 17, 2020

PROJECT: UTHealth Neurosciences Campaign

RFP NO: 744-R2015

OWNER: University of Texas Health Science Center at Houston

TO: Prospective Bidders

This Addendum forms part of and modifies Proposal Documents dated, April 8, 2020, with amendments and additions noted below.

1. **2.2** **RFP Contact Information and Questions**

*University instructs interested parties to restrict all contact and questions regarding this RFP to written communications delivered (i) in accordance with this Section on or before 2:00PM on* ***April 24, 2020*** *(****Question Deadline****), or (ii) if questions relate to Historically Underutilized Businesses, in accordance with* ***Section 2.5****.*

1. **2.4 Key Events Schedule**

Date RFP Issued April 8, 2020

 Pre-Proposal Conference April 16, 2020 from 1:00 p.m. to 2:00 p.m. CST

 (ref. **Section 2.6**)

Question Deadline April 24, 2020 at 2:00 p.m. CST

(ref. **Section 2.2**)

Submittal Deadline 2:00 **p.m.** CST

 on May 5, 2020

 (ref. **Section 2.1**)

1. **5.2 Minimum Requirements**
	* 1. Be located in Texas is a preference.
2. **5.3 Additional Questions Specific to this RFP**

5.3.2 By signing the Execution of Offer (ref. **Section 2** of **APPENDIX ONE**), Proposer agrees to comply with Certificate of Interested Parties laws (ref. [§2252.908, *Government Code*](http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2252.htm#2252.908)) and [1 TAC §§46.1 through 46.5](https://www.ethics.state.tx.us/rules/adopted_Nov_2015.html#Ch46.1)) as implemented by the Texas Ethics Commission (**TEC**), including, among other things, providing TEC and University with information required on the form promulgated by TEC and set forth in **APPENDIX FOUR**.*Proposer may learn more about these disclosure requirements, including applicable exceptions and use of the TEC electronic filing system, by reviewing* [§2252.908, *Government Code*](http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2252.htm#2252.908)*, and information on the TEC website at* <https://www.ethics.state.tx.us/whatsnew/FAQ_Form1295.html>. **The Certificate of Interested Parties must only be submitted by Contractor upon delivery to University of a signed Agreement.**

* + 1. Based on your response to Section 5.3.12, on a separate sheet, provide an estimated budget FOR EACH PHASE (Phase A, Phase B, and Phase C) that includes categories and subcontractors’ expenses, and any travel expenses. (Note: A total cost for each phase will also be required in Section 6 Pricing and Delivery Schedule.)
1. **6.2 Pricing and Delivery Schedule**

**Phases:**

1. **Research Total: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
2. **Strategy/Planning Total: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
3. **Design/Launch Total: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**