



**Department of
Youth & Community
Development**

Jeanne B. Mullgrav
Commissioner

December 10, 2010

ADDENDUM #2

Re: Youth Employment Payroll Systems

Request for Proposals

PIN: 26011YEPSRFP

Dear Prospective Proposer:

Pursuant to Sections 3-02 (i) and 3-03 (f) (2) of the Procurement Policy Board Rules, the Department of Youth and Community Development (DYCD) is issuing **Addendum # 2** to the **Youth Employment Payroll Systems** Request for Proposals, PIN: 26011YEPS RFP. Applicants should acknowledge receipt of Addendum # 2 by using the Acknowledgement of Addenda (Attachment 6).

ADDENDUM ITEMS

The deadline of proposals for the YEPS RFP has been extended until **2:00pm, Wednesday, December 22, 2010**, henceforth:

1. **Cover of the RFP, page 1:** "Deadline for Proposals", the date:

2:00pm, Friday, December 17, 2010

is deleted and replaced with the following:

2:00pm, Wednesday, December 22, 2010

2. **Section I – Timetable, page 4:** Under the heading "Proposal Due Date and Time and Location", the date

December 17, 2010

is deleted and replaced with the following:

December 22, 2010

CLARIFICATIONS

1. The quantity of 30,000 participants annually for items D through H on Attachment 2R is given for the purpose of obtaining uniform proposals whose prices reflect proposers' best offers for those items. The anticipated annual amount available for the contract remains \$900,000.
2. Currently, debit cards are shipped to the SYEP Providers. SYEP participants pick up their debit cards at the SYEP Provider's location prior to the first payroll. Replacement cards ordered by participants are shipped to the participant's address of record.
3. DYCD is open to alternative ideas to the current method of card delivery. Proposals and Pricing should reflect how proposers intend to achieve the goal of providing cards to participants in a safe and timely manner.