

ADDENDUM NO. 2

Date: August 22, 2024

**TO: CANYON COUNTY'S REQUEST FOR PROPOSALS
Employee Benefit Brokerage and Consulting Services**

See Attached Exhibit "1," incorporated by reference herein, which consists of Addendum No. 2 to Canyon County's Request for Proposals Employee Benefit Brokerage and Consulting Services.

Approved this 22nd day of August, 2024.

BOARD OF COUNTY COMMISSIONERS



Commissioner Leslie Van Beek

Unavailable for signature

Commissioner Brad Holton



Commissioner Zach Brooks

ATTEST: Rick Hogaboam, Clerk

J Ross

Deputy Clerk

Date: 08.22.24

**ADDENDUM NO. 2
OVERVIEW**

Date: August 22, 2024

Employee Benefit Brokerage and Consulting Services

To: All Proposers

PROPOSALS DUE DATE: Proposals were previously required to be delivered to the Clerk, Board of County Commissioners' Office, Canyon County Courthouse, 1115 Albany Street, Caldwell, Idaho 83605, no later than **9:00am on August 1, 2024.**

1. NOTICE TO PROPOSERS:

- A. This Addendum shall be considered part of the original Canyon County, Idaho's Request for Proposals ("RFP") for Employee Benefit Brokerage and Consulting Services issued by the Board of County Commissioners on June 25, 2024.
- B. Proposers are hereby notified that adjustments shall not be made or accepted in their Proposals based upon this Addendum.
- C. This Addendum consists of:
 - Cover Sheet (1 page)
 - Addendum No. 1 Overview (1 page)
 - Miscellaneous Clarifications (1 page)

**ADDENDUM NO. 2
MISCELLANEOUS CLARIFICATIONS**

Date: August 11, 2024

Employee Benefit Brokerage and Consulting Services

TO: All Proposers

Miscellaneous Clarifications:

1. The following information, as well as the RFP in Portable Document Format (PDF) will be available on the County website at www.canyoncounty.id.gov.
2. The **Calendar of Events** on page six (6) of the RFP shall be replaced in its entirety with the following **Revised Calendar of Events** and shall take precedence over all dates listed throughout the original RFP issued on June 25, 2024.

Revised Calendar of Events

The following is a revised schedule of events concerning the proposal process: (**Note:** Unless specifically provided otherwise, all events will take place in the Commissioner’s Meeting Room on the first floor of the Canyon County Courthouse, 1115 Albany Street, Caldwell, Idaho 83605.)

1. Distribution of RFP **9:30 a.m. Tuesday, June 25, 2024**
2. Publication of Legal Notice **Sunday, June 30 and July 7, 2024**
3. Questions/Clarifications and/or Written Objections
to Specifications and/or Procedures Due **9:00 a.m. Monday, July 15, 2024**
4. Addendum No. 1 **9:30 a.m. Thursday, July 25, 2024**
5. Proposals Due **9:00 a.m. Thursday, August 1, 2024**
6. Proposals Opened..... **9:30 a.m. Thursday, August 1, 2024**
7. **Addendum No. 2**..... **9:30p.m. Thursday, August 22, 2024**
8. Notice of Intent to Award Contract **9:30 a.m. Thursday, October 3, 2024**
9. Objections to Tentative Award **9:30 a.m. Thursday, October 10, 2024**
10. **Contract** **TBD**