



Building Community®

Procurement Department Bid Office
Customer Center 1st Floor, Room 002
21 W. Church Street
Jacksonville, Florida 32202

March 23, 2020

ADDENDUM NUMBER: **TWO (2)**

TITLE: **Workforce Engagement Manager (WEM) Software Solution and Implementation**

JEA ITN NUMBER: **026-20**

RESPONSE DUE DATE: **March 31st 2020**

TIME OF RECEIPT: **12:00 PM**

TIME OF OPENING: **2:00 PM**

THIS ADDENDUM IS FOR THE PURPOSE OF MAKING THE FOLLOWING CHANGES AND CLARIFICATIONS:

Change (1): JEA makes the following changes to Section **1.1.3 INVITATION TO RESPONSE** of this Solicitation. **Additions** are in Red, Bold, Underlined Font. **Deletions** are in Red, Bold, Strikethrough Font.

1.1.3 INVITATION TO NEGOTIATE

You are invited to Response on the Solicitation noted below:

JEA ITN Title: Workforce Engagement Management (WEM) Software Solution and Implementation

JEA ITN Number: 026-20

A complete copy of this ITN and any applicable documents can be downloaded from jea.com.

Response Due Time: 12:00 P.M. - ALL LATE RESPONSES WILL BE RETURNED UNOPENED

Response Due Date: March 31st 2020

All Responses must reference the JEA Solicitation title and number noted above. All Responses must be made on the appropriate Response forms as specified within this Solicitation, and placed in an envelope marked to identify the Solicitation and delivered or mailed to:

JEA Procurement, ~~Response Office, Customer Center~~ **Headquarters Tower** 1st Floor **Conference Room, Room-002**,
Jacksonville, FL 32202

The Respondent shall be solely responsible for delivery of its Response to the JEA Bid Office. Please note, JEA employs a third party courier service to deliver its mail from the local U.S. Post Office (USPS) which could cause a delay of Response delivery if mailed through the USPS. Therefore, JEA recommends hand delivery to the JEA Bid Office. Reliance upon the USPS, the courier service employed by JEA, or public carriers is at the Respondent's risk. Responses are due by the time and on the date listed above.

After the Response Due Date, JEA will subsequently post to jea.com a listing of all the companies that submitted a Response to this ITN, and an email will be sent to all Respondents once the highest ranked Respondent is determined (the "Intent to Award").

****** Bidder shall acknowledge this Addendum on the Bid Form******