



March 13, 2020

Addendum to
Contra Costa County's Request for Qualifications:
RFQ #1909-364
Writing and Response Development Services
For Justice-Related Grants

In recognition of the public health emergency declared in Contra Costa County, this addendum to the RFQ is issued to allow both in-person and email submissions of responses to *Request for Qualifications # 1909-364, Writing and Response Development Services for Justice System-Related Grants* (the "RFQ").

A response to the RFQ may be submitted to the County as follows: either (a) by personal delivery to the County Administrator's Office, 651 Pine Street, 10th Floor, Martinez, California 94553, as stated on page 4 of the RFQ; or (b) by electronic mail to both Lara DeLaney and Monica Carlisle at lara.delaney@cao.cccounty.us and Monica.Carlisle@cao.cccounty.us.

To be eligible for consideration, a response to the RFQ **must be received no later than 12:00 p.m. (noon) on Wednesday, March 18, 2020**, as stated in the RFQ. The date and time a response is received will be determined as follows: (a) the time it is received in the County Administrator's Office, if hand delivered, as stated in the RFQ; or (b) the time-stamp on the email showing the time the response is **received** at the above email addresses, if submitted by email.

Email can be delayed or not delivered for any number of reasons, including but not limited to the inclusion of large attachments or technical problems. The person submitting a response to the RFQ by email is solely responsible for ensuring the response is received at the above email addresses no later than the above deadline. The County is not responsible for any delay in receiving a response to the RFQ by email, or for any failure of an email response to the RFQ to be delivered to the above email addresses, even if sender timely sends the email.