

Addendum # 1

City of Kirkland Legislative Management Software (Job# 11-22-FA) Answers to Questions

1. Can companies from Outside USA can apply for this?

Yes, companies from outside of the United States are welcome to submit a proposal for this RFP

2. Whether we need to come over there for meetings?

If the selected firm is responsive to inquiries and meeting requests from the City in a very timely manner, virtual meetings may be acceptable. This is critically important during the installation/rollout of the software.

3. Can we perform the tasks (related to RFP) outside USA?

Yes, the work related to this RFP can be performed outside of the United States. However, staff of the selected firm should be available to be reached during the City's normal operating hours.

4. Can we submit the proposals via email?

Emailed proposals should include, "Legislative Management Software – Job # 11-22-FA " in the subject line and be addressed to purchasing@kirklandwa.gov

All proposals sent electronically must be in the form of a PDF or MS Word document and cannot exceed 20MB. This is the preferred submission format.

Proposals must be received by no later than 5:00 p.m. on July 21, 2022