

September 12, 2014

**ADDENDUM No. 1**

To: Prospective Bidders  
From: Purchasing Department  
Subject: **RFP 14-130**

**Please note submittals should be one (1) original set and four (4) copies. This also applies to the fee schedule. In addition to the submittals it is requested that one (1) complete electronic redacted copy of the proposal be provided per instruction below.**

**PROPRIETARY INFORMATION**

Proprietary information submitted in response to this RFP will be processed in accordance with the applicable State of Arkansas procurement procedures. Documents pertaining to the RFP become the property of the University and shall be open to public inspection subsequent to proposal opening. It is the responsibility of the respondent to identify all proprietary information.

The vendor should submit one complete electronic copy of the proposal from which any proprietary information has been removed, i.e., a redacted copy (marked "REDACTED COPY"). The redacted copy should reflect the same pagination as the original, show the empty space from which information was redacted, and should be submitted on a CD or flash drive, preferably in a PDF format. Except for the redacted information, the redacted copy MUST be identical to the original hard copy. The respondent is responsible for ensuring the redacted copy on CD/flash drive is protected against restoration of redacted data.

The redacted copy will be open to public inspection under the Freedom of Information Act (FOIA) without further notice to the respondent. If a redacted copy is not received, the entire proposal will be open to public inspection with the exception of financial data. If the University deems redacted information to be subject to the FOIA, the vendor will be contacted prior to sending out the information.

**Sorry for any inconvenience.**