

STATE OF MARYLAND

EXECUTIVE DEPARTMENT

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JOHN C. WOBENSMITH
SECRETARY OF STATE

Amendment #1 to Request for Proposals (RFP)

NO. DEX7400001

**The Office of the Secretary of State
Maryland Charity Campaign Operating Agency
November 22, 2016**

This Amendment is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below. New language has been double underlined and marked in bold (ex. new language), and language deleted has been marked with a ~~strikeout~~ (ex. language deleted).

1. AMEND the Key Information Summary Sheet as follows:

**STATE OF MARYLAND
OFFICE OF THE SECRETARY OF STATE
RFP KEY INFORMATION SUMMARY SHEET**

Request for Proposals: Maryland Charity Campaign Operating Agency

Solicitation Number: DEXR7400001

RFP Issue Date: November 10, 2016

RFP Issuing Office: Office of the Secretary of State

Procurement Officer: Frederick Smalls
Office of the Secretary of State
Administrative Division
16 Francis Street, First Floor
Annapolis, Maryland 21401
Phone: (410) 260-3853 Fax: (410) 974-5190
e-mail: frederick.smalls@maryland.gov

Contract Manager:

**Lorraine Parks, Contract Manager
Office of the Secretary of State
Charities and Legal Services Division
16 Francis Street, Room 138
Annapolis, Maryland 21401
Phone: (410) 260-3857 Fax: (410) 974-5527
e-mail: Lorraine.parks@maryland.gov**

Proposals are to be sent to:

**Frederick Smalls
Office of the Secretary of State
Administrative Division
16 Francis Street, First Floor
Annapolis, Maryland 21401
Attention: Frederick Smalls**

**Pre-Proposal Conference
Dates and Times:**

**November 17, 2016 at 10:00 a.m. EST
Office of the Secretary of State
16 Francis Street, First Floor Conference Room
Annapolis, Maryland 21401**

and

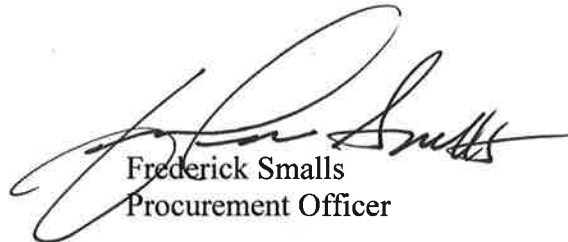
**December 2, 2016 at 10:00 a.m., EST
Office of the Secretary of State
16 Francis Street, First Floor Conference Room
Annapolis, Maryland 21401**

Proposal Due (Closing) Date and Time: December 15-22, 2016 at 4:30 p.m. EST

MBE Subcontracting Goal: 8%

VSBE Subcontracting Goal: 1%

Issued and authorized by


Frederick Smalls
Procurement Officer