



HOWARD COUNTY PUBLIC SCHOOLS  
PURCHASING DEPARTMENT  
10910 Clarksville Pike  
Ellicott City, MD 21042  
(410) 313-6644

**ADDENDUM NO. 1**  
**(Total Pages - 2)**

**February 20, 2018**  
**Request for Proposal No. 039.18.B1**  
**Payroll Services**

**Opening Date: February 23, 2018 Time: 3:00 P.M.**

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The following shall be incorporated into the captioned solicitation as though included in the original documents issued.

The due date for proposals has been extended from February 23, 2018 at 3:00 P.M. to **March 2, 2018 at 3:00 P.M.**

Please visit our web page for updates.

A pre-submission meeting was held on February 14, 2018 at 11:00 AM. Please see attached sign-in sheet.

There are no other changes.

**Note:** It is the firm's sole responsibility to monitor the HCPSS Purchasing website to ensure that they download any additional addendums or clarifications prior to submitting their proposal and duly acknowledge receipt of and full understanding of said addendums on the proper proposal submittal form. Failure to do so may result in non-receipt of important information prior to the closing date and may render the proposal non responsive and ineligible for award. It is highly recommended that the submitting proposer/bidder ascertain if they have received all the addendums posted prior to submitting their proposal. Failure of any proposer/bidder to obtain any such addendum or interpretation shall not relieve the proposer/bidders company from any obligation under his/her proposal as submitted.

THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM

PRE-BID MEETING SIGN-IN SHEET

BID: Payroll Svcs  
DATE: 2/14/18  
TIME: 11:00

Name: Deborah Saneman  
Firm: Kelly Payroll  
Address: 1 Kelly Way Sparks, MD  
Phone: 410-891-2104  
Fax: \_\_\_\_\_  
Email: dsaneman@kellyway.com

Name: Greg Bern  
Firm: HCPSS  
Address: \_\_\_\_\_  
Phone: X-6746  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Name: SEAN INGOLD  
Firm: ADP  
Phone: 551-777-0577  
Fax: \_\_\_\_\_  
Email: SEAN.INGOLD@ADP.COM

Name: Craig Blackwell  
Firm: HCPSS  
Phone: X6846  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Name: GLEN WIEDERHOLT  
Firm: KRONOS  
Phone: 703-606-1346  
Fax: \_\_\_\_\_  
Email: GLEN.WIEDERHOLT@KRONOS.COM

Name: Drendell  
Firm: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Name: Tonia Wheeler  
Firm: Chedda Payroll  
Phone: 410-255-0920  
Fax: 410-255-0920  
Email: Tonia@CheddaPayroll.com

Name: Sandy Savai  
Firm: HCPSS  
Phone: X6689  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Name: Kim Demarcis  
Firm: HCPSS  
Phone: X-1582  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Name: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_