



Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

March 9, 2026

Addendum #1: **RFP 032326JJKG Lease Accounting Software**

Dear Respondents:

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated March 5, 2026. The Respondent shall acknowledge receipt of this Addendum on the RFP Form. Failure to do so may subject the Respondent to disqualification.

Item #1 – PART II: GENERAL TERMS AND CONDITIONS (PAGE 4, SECTION 4.0)

- This section stated the following:

QUESTIONS AND INQUIRIES

No interpretation of the meaning of the specifications or other documents will be made to any Vendor orally. Questions must be submitted in writing to the Point of Contact (see Part II, § 5.0). To be given consideration, the questions must be received **NO LATER THAN March 6, 2026 @ 10:00 AM CST**. Questions that are deemed to be substantive in nature will be responded to in the form of a Questions and Answers and posted on **March 18, 2026 by 5:00 PM** on the SCBE website Memphis Shelby County Schools. Please do not submit questions in PDF format.

- This section **should** read as such:

QUESTIONS AND INQUIRIES

No interpretation of the meaning of the specifications or other documents will be made to any Vendor orally. Questions must be submitted in writing to the Point of Contact (see Part II, § 5.0). To be given consideration, the questions must be received **NO LATER THAN March 12, 2026 @ 10:00 AM CST**. Questions that are deemed to be substantive in nature will be responded to in the form of a Questions and Answers and posted on **March 18, 2026 by 5:00 PM** on the SCBE website Memphis Shelby County Schools. Please do not submit questions in PDF format.

Thank you,
Procurement Services