



Mel Maier, Director of Finance  
225 West Main Street, Ste. 203  
Gaylord, Michigan 49735  
Phone 989-731-7527 • Fax 989-731-7529

**Addendum #1**  
Request for Proposal

Professional Auditing Services

**RFP 2019-11**

December 9<sup>th</sup>, 2019

Dear Vendor:

Thank you for your participation in Otsego County's Request for Proposal process Bid 2019-11, Professional Auditing Services.

We have prepared Addendum Notice Number One (1) to the RFP to provide clarification pertaining to the proposal conference in section I. A. paragraph 3.

Clarification:

1. Otsego County will not be having a proposal conference. In lieu of a proposal conference, all inquiries and questions are to be submitted in writing to Mel Maier, Finance Director, at [mmaier@otsegocountymi.gov](mailto:mmaier@otsegocountymi.gov) by December 19<sup>th</sup> at noon. All questions and answers will be posted within twenty-four (24) hours at <https://www.otsegocountymi.gov/general-information/bids-and-proposals/>.

Respectfully,

Mel Maier, Finance Director