ADDENDUM NO. 1

Computer Network System Administration and Technical Support

Issuing agency:	Northern Rural Training and Employment Consortium (NoRTEC)
Original RFP date:	October 21, 2026
Addendum Issue Date:	November 4, 2026

This Addendum No. 1 amends the Request for Proposal (RFP) issued October 21, 2026. The replacement provisions below supersede the corresponding wording in the original RFP. All other provisions remain unchanged. Page references are to the numbered RFP pages, excluding the cover.

1. Contract period

Original RFP: Page 1, Section 1 – Purpose | Replace the third paragraph's first sentence.

The resulting contract will be for a seven (7) month term, with services provided in accordance with the scope of services and compensation outlined in this RFP.

2. Organization and governance

Original RFP: Page 2, Section 1 – Background | Replace the first paragraph.

NoRTEC is a public organization formed under a Joint Powers Agreement and headquartered in Chico, California. Established in 1983, NoRTEC administers WIOA programs and other workforce development initiatives across eleven Northern California counties. NoRTEC operates through its Governing Board and Workforce Development Board (WDB), which carry out their respective governing and workforce development responsibilities. The WDB includes representatives from business, labor, education, economic development, community-based organizations, and America's Job Center of California partners.

3. Submission deadline

Original RFP: Page 2, Section 2 – Proposal Due Date | Replace "Friday" with "Thursday" in the first sentence of the first paragraph.

Proposal submissions must be received by NoRTEC no later than 5:00 p.m. PST on Thursday, November 12, 2026.

4. Board and WDB meeting technical support

Original RFP: Page 4, Section 3 – Meeting Technical Support | Replace "approximately three (3)" with "approximately two (2)"; retain the two meeting dates already listed.

Provide on-site technical support for approximately two (2) NoRTEC Governing Board and WDB meetings during the contract term. The anticipated dates and locations are February 25, 2027 (Chico, California), and May 27, 2027 (Anderson, California). The remaining meeting-technology requirements in the original paragraph are unchanged.

5. Proposal budget period

Original RFP: Page 5, Section 4 – Specific Proposal Requirements, Item 5 | Replace "10 month" with "7 month"

5) The proposed estimated price for services on a monthly basis with all fees, charges, billing rates, and overhead costs explained. All proposals shall include a total for the 7 month period.

6. Evaluation criteria and scoring

Original RFP: Page 6, Section 5 – Review Criteria | Replace the six evaluation bullets with the five scored factors below. The overall total remains 100 points.

The following weighted criteria will be used to evaluate proposals.

Criterion	Points	Description
Prior experience and expertise	40	Experience relevant to the Scope of Services
Qualifications and staffing	15	Capacity, skills, and available personnel
Budget / cost	20	Reasonableness and clarity of projected costs
Work plan	15	Approach, coverage, continuity, and delivery of services
Professional references	10	Relevant performance and references
TOTAL	100	

7. Addenda process

Original RFP: Page 7, Section 6 – Addenda to this Request for Qualifications | Replace "Qualifications" in the heading with "Proposal".

Heading is revised to: *Addenda to this Request for Proposal*

8. Current federal authority and obsolete references

Original RFP: Page 10, Section 6 – General Disclaimers, Items 4 and 5 | In Item 4, replace "Workforce Investment Act" with "Workforce Innovation and Opportunity Act." Replace item 5 in its entirety.

4. Proposals submitted for funding consideration must be consistent with, and if funded, operated according to, the federal Workforce Innovation and Opportunity Act legislation, all applicable federal regulations, State of California policies, and NoRTEC policies and procedures.

5. To the extent applicable to the contract and its funding source, the selected contractor must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Part 200, the U.S. Department of Labor provisions at 2 CFR Part 2900, applicable WIOA nondiscrimination provisions at 29 CFR Part 38, and other contract provisions required by the funding source.