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**DATE: March 22, 2021**

**SUBJECT: AMENDMENT # 1  
AS-NEEDED IT STAFFING SERVICES  
REQUEST FOR PROPOSALS**

The Harbor Department's As-Needed IT Staffing Services (Oracle ERP Cloud Update and Implementation) Request for Proposals is amended through this notification as described below.

1) **DELETE** the sentence in Section 3.3.6A (Page 11) that currently reads:

"Proposers who do not qualify as a LBE may receive a maximum 5% for identifying and utilizing LBE subconsultants."

The 5% preference for utilizing Local Business Enterprise subconsultants is not applicable to as-needed contract opportunities. This language was inadvertently included in the RFP. LBE consultant preferences are determined by the percentage of the total amount of compensation proposed under the Agreement, which cannot be determined for as-needed assignments.

The 8% preference for LBE Prime consultants is still applicable for this as-needed contract opportunity.