

REQUEST FOR PROPOSAL

Kaysville City Council Chambers & Police Department Emergency Operations Center Audiovisual System Replacement

ADDENDUM NO. 1

RFP CLARIFICATIONS AND EVALUATION CRITERIA REVISION

RFP Issue Date: August 17, 2026

Addendum Issue Date: August 25, 2026

Proposal Due Date: September 30, 2026, at 5:00 p.m. Mountain Time

This Addendum No. 1 provides clarifications and modifies the Evaluation Criteria related to the Request for Proposal. It is incorporated into and made part of the RFP. Except as expressly modified or clarified below, all requirements, terms, conditions, and deadlines remain unchanged.

1. Questions and Answers

Question 1: Where will the pre-proposal site walk be held?

Answer: The pre-proposal site walk will begin at the Kaysville City Council Chambers, located at 23 E. Center Street, Kaysville, Utah 84037, on September 8, 2026, at 2:00 p.m. Mountain Time. The walkthrough will also include the Police Department Emergency Operations Center.

2. Revision to Section 9 - Evaluation Criteria

Section 9, Evaluation Criteria, is revised to add Pre-Proposal Site Walk Attendance as an evaluation criterion worth five (5) points.

Attendance at the pre-proposal site walk remains optional and is not a condition for submitting a proposal. However, proposers represented at the September 8, 2026 pre-proposal site walk will receive five (5) points under this criterion. Proposers not represented at the site walk will receive zero (0) points under this criterion.

The revised Evaluation Criteria are as follows:

Evaluation Criterion	Maximum Score
-Council Chambers speech intelligibility and room audio performance	10
-Reliability, maintainability, and long-term support for all four spaces	10
-Police EOC technical approach and required functionality	5
-Council and Staff Conference Room technical approach and required functionality	5
-Ease of operation and management across all spaces	5
-Implementation, transition, training, and testing plan	5
-Vendor experience and local support capability	5
-Total cost of ownership	5
-Pre-Proposal Site Walk Attendance	5
Maximum Total	55

The two priority criteria will continue to be scored from 1 to 10. All other qualitative criteria will continue to be scored from 1 to 5.

Pre-Proposal Site Walk Attendance will be scored as follows:

- 5 points - Proposer was represented at the September 8, 2026 pre-proposal site walk.
- 0 points - Proposer was not represented at the September 8, 2026 pre-proposal site walk.

3. Revision to Section 8 – Proposal Content and Submission

Attendance at the pre-proposal site walk remains optional and is not a condition of submitting a proposal. However, as provided in the revised Section 9 Evaluation Criteria, proposers represented at the September 8, 2026 pre-proposal site walk will receive five (5) evaluation points for Pre-Proposal Site Walk Attendance. Proposers not represented at the site walk will receive zero (0) points for this criterion but remain eligible to submit a proposal.

END OF ADDENDUM NO. 1