

AMENDMENT 2

REQUEST FOR PROPOSAL

Requirements of this solicitation have been amended and appear highlighted in yellow.

INTERNATIONAL CITY/COUNTY
MANAGEMENT ASSOCIATION
777 N Capitol St. NE, Ste. 500
Washington, DC 20002-4201
202.962.3680 | 202.962.3500 (f)
icma.org

Original Date Issued: Monday, July 10, 2017

Amended: Wednesday, July 26, 2017; Thursday August 24, 2017

Pre-Proposal Conference Call: Tuesday, July 25, 2017 12.00 pm EST

Closing Date/ Time for Offeror Questions: Friday, August 11, 2017 5:00 pm EST

Amended Closing Date/Time for Receipt of Proposals: Friday, September 1, 2017 5:00 pm EST

Subject: Request for Proposal No. ICMAHO/ICMA BIPMR/2017

The International City/County Management Association (ICMA) is seeking proposals from eligible Respondents to provide business intelligence, data analytics, performance management and reporting software solution to ICMA in Washington, D.C. ICMA anticipates awarding one (1) single award as the result of this solicitation. ICMA reserves the right to award more or fewer awards than anticipated above.

Interested Respondents should send an e-mail to Representative, Grants and Contracts Administration, at workwithus@icma.org expressing interest in submitting a proposal. Respondents expressing interest in submitting proposals will be required to sign a standard Non-Disclosure Agreement (“NDA”). Upon signing the NDA, Respondents will be provided with attachments referenced in the Scope of Work section of this RFP.

Technical questions concerning this solicitation should be directed to the ICMA Chief Operating Officer, at workwithus@icma.org. All contractual questions relating to this solicitation must be submitted to Representative, Grants and Contracts Administration, at workwithus@icma.org on or before the date and time listed in the header of this solicitation. ICMA will provide written responses to all questions received by the Closing Date/ Time for Offeror Questions via electronic mail.

All communications must include the solicitation title, ICMAHO/ICMA BIPMR/2017, in the subject line.

No communication intended to influence this procurement is permitted except by contacting the designated contacts above. Contacting anyone other than the designated contacts (either directly by the Respondent or indirectly through a lobbyist or other person acting on the Respondent’s behalf) in an attempt to influence this procurement: (1) may result in a Respondent being deemed a non-responsive Respondent, and (2) may result in the Respondent not being awarded a contract.

This solicitation in no way obligates ICMA to award a contract nor does it commit ICMA to pay any cost incurred in the preparation and submission of a proposal.

ICMA bears no responsibility for data errors resulting from transmission or conversion processes.

ICMA appreciates your responsiveness and looks forward to a mutually beneficial business relationship.

Sincerely,

Uma Ramesh, Chief Operating Officer