

Office of the Vice President  
and Chief Financial Officer  
Procurement Services  
<https://procurement.ufl.edu/>

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March 23, 2020

**ADDENDUM #3** to the University of Florida ITN20NH-106 Recycling Change Behavior Consultant previously scheduled to be opened on March 26, 2020 at 3pm at the University of Florida, Elmore Hall Conference Room, Radio Road, Gainesville, Florida.

This addendum shall be considered part of the Contract Documents for the above mentioned **ITN20NH-106** as though it had been issued at the same time and incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original document, this addendum shall govern and take precedence. All other terms, conditions, and regulations will apply.

**This addendum consists of:**

- Revised Section 4.0, Proposal Response and Preparation Instructions;

Due to the current COVID-19 pandemic situation, the University of Florida will be accepting proposal submissions by email for this solicitation. **An email submission must be made in lieu of paper copies.** These emails will not be opened prior to the published deadline of March 26, 2020 at 3pm. Any submissions received after this time will not be accepted.

Submissions should be sent to [procurement@ufl.edu](mailto:procurement@ufl.edu)

Copied to [nheredia@ufl.edu](mailto:nheredia@ufl.edu)

To ensure all submissions are received and avoid potential email delays, if possible, do not wait until the deadline to submit your proposals.

The proposal submission format should follow that as outlined in the original ITN document, section 4.1.1.

Sincerely,

*Nicola Heredia*

Nicola Heredia  
Director, Procurement Services

**Please acknowledge receipt of Addendum #3 by signing below, and returning this addendum with your proposal. Failure to include addendum with your proposal may result in rejection.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
City/State/Zip