



# ROANOKE COUNTY

## Purchasing Division

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February 26, 2020

### ADDENDUM NO. 2 TO ALL OFFERRORS:

Reference – RFP 2020-055

Description: Actuarial Services

Issue Date: February 14, 2020

Proposal Due: March 13, 2020

The above Project is hereby changed as addressed below:

#### 1. Direct Contact with Students Form

The Direct Contact with Students Form, referenced in the list of Attachments (p. 36), is hereby provided as Attachment A to Addendum 2 to RFP 2020-055.

Offerors should complete a copy of this form and included it within their proposal documents.

**Note:** A signed acknowledgment of this addendum must be received at the location indicated on the original solicitation either prior to the proposal due date or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal/bid document. The original proposal/bid document must be signed.

Thank you,

Kate Hoyt

Phone: (540) 283-8146

[KHoyt@roanokecountyva.gov](mailto:KHoyt@roanokecountyva.gov)

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Sign Name:

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Print Name:

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Name of Firm:

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Date:

**RFP 2020-055 Actuarial Services**  
**Attachment A to Addendum 2**

**Direct Contact with Students Form**

Name of Bidder: \_\_\_\_\_

Pursuant to Va. Code § [22.1-296.1](#), as a condition of awarding a contract for the provision of services that require the contractor, his employees or subcontractors to have **direct contact with students** on school property during regular school hours or during school-sponsored activities, the school board shall require the contractor to provide certification that all persons who will provide such services have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child.

Any person making a materially false statement regarding any such offense shall be guilty of a Class 1 misdemeanor and, upon conviction, the fact of such conviction shall be grounds for the revocation of the contract to provide such services and, when relevant, the revocation of any license required to provide such services.

I further understand and acknowledge (1) that if I make a materially false statement regarding any of the above offenses, I will be guilty of a Class 1 misdemeanor and (2) that before any person is permitted to provide such services subsequent to this certification, I must complete a new certification regarding such person.

**As part of this submission, I certify that the employees of, or subcontractors to, the above mentioned contractor that will be providing services that require direct contact with students to the School Board under the resulting contract will have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child. Furthermore, I understand that the duty to certify is ongoing and extends to future employees and employees of subcontractors for the duration of the contract.**

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*Signature of Authorized Representative*

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*Printed Name of Authorized Representative*

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*Printed Name of Vendor  
(If different than Representative)*

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*Date*