



## Office of Procurement

DATE: December 12, 2024

TO: All Prospective Proposers

**FROM:** Beth Kirk    Stacey Brooks  
Director of Procurement                      and       Contract Specialist  
[bvukirk@ubalt.edu](mailto:bvukirk@ubalt.edu)                                      [sbrooks@ubalt.edu](mailto:sbrooks@ubalt.edu)

RE: **ADDENDUM 2 to RFP UB-25-BB-11, Management and Operation of UBalt Bookstore.**

The following amends the above referenced Solicitation documents. Receipt of this addendum is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda Form" and including it in the Proposal.

1. The Virtual Pre-Proposal Conference was held on December 11, 2024, from 10:30 AM to 11:30 AM (ET). The Conference ended approximately 11:20 AM.

The following firms and their representatives were in attendance:

## KOA Resources

K.Antwi

B. Boateng

G.Kwartemaa

Follett

B. Edelstein

eCampus

S. Sherman

Barnes and Noble College

E.Ailor

BibliU

G.Conners

BR Grey

H. Lawery

2. The Site Visit was scheduled for December 12, 2024, from 12:00 PM to 1:00 PM (ET) at UBalt Student Center

On December 12, 2024, the Site Visit ended at approximately 12:22 PM, no firms were in attendance.

Photos of the campus store and available space/rooms are included in this Addendum 2, see below for the photos.

3. The University is closed for Winter Break from December 20, 2024 – January 1, 2025. The Issuing Office will respond to inquiries sometime after January 1, 2025.

**Coffee Bar.**



**The Hive - Front Entrance.**



**Left side from the front of The Hive's main entrance.**





**Right side from the front of The Hive's main entrance.**





## Inside The Hive.





















**Additional room/space located to the right of The Hive.**



**Additional storage space/rooms.**







## ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

**FOR:**           **ADDENDUM 1 to RFP UB-25-BB-11, Management and Operation of  
UBalt Bookstore.**

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### TECHNICAL PROPOSAL DUE DATE:

January 10, 2025, at 2:00 PM ET

**NAME OF PROPOSER:** \_\_\_\_\_

### ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No.   1                        dated 12-9-2024

Addendum No.   2                        dated 12-12-2024

Addendum No.                             dated       

Addendum No.                             dated       

Addendum No.                             dated       

As stated in the Solicitation/RFP documents, this form is included in our Proposal.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Title