



**STATE OF NEW HAMPSHIRE  
REQUEST FOR PROPOSALS  
RFP ADDENDUM #1**

<b>RFP NUMBER AND TITLE:</b>	RFP NHJB-2023-09 Court Forms Redesign for Simplification and ADA Compliance
<b>AMENDMENT DATE:</b>	November 9, 2023
<b>PROPOSAL DUE DATE:</b>	December 8, 2023, 11:59 PM
<b>RFP ISSUED BY:</b>	State of New Hampshire Judicial Branch Administrative Office of the Courts

**Unless specifically addressed below, all other provisions and clauses of the RFP remain unchanged.**

**DESCRIPTION OF CHANGES IN RFP (if any):**

Updating the schedule of events by extending the deadlines for vendor inquiry period and proposal deadlines. In addition, the NHJB will hold a vendor conference.

**REVISED LANGUAGE IN RFP (if any):**

EVENT	DATE	LOCAL TIME
RFP Released to Vendors (Advertisement)	Oct 16, 2023	
<b><u>Vendors Conference (optional)</u></b>	<b><u>November 20, 2023</u></b>	
Vendor Inquiry Period Ends	<del>Oct. 25, 2023-</del> <b><u>November 21, 2023</u></b>	11:59 PM
Final NHJB Responses to Vendor Inquiries	<del>Oct. 27, 2023-</del> <b><u>November 22, 2023</u></b>	11:59 PM
Vendors Submit Proposals	<del>Nov. 17, 2023-</del> <b><u>December 8, 2023</u></b>	11:59 PM
Estimated Timeframe for Vendor Oral Presentations and Interviews (if needed)	<del>Nov. 27, 2023-</del> <b><u>December 18, 2023</u></b>	
Estimated Notification of Selection and Begin Contract Development	<del>Dec. 4, 2023-</del> <b><u>December 27, 2023</u></b>	

**VENDOR CONRENCE**

A Vendors Conference will be held virtually on the date and at a time specified in Schedule of Events. The Vendors Conference will serve as an opportunity for Vendors to ask specific

questions of Judicial Branch staff concerning the requirements of the RFP. Attendance at the Vendors Conference is not mandatory but is highly recommended. Good faith potential vendors and their representatives interested in attending the Vendors Conference may join the conference as follows:

## Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 233 554 673 528

Passcode: 9d3PHb

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 872-242-8931,,341284052#](#) United States, Chicago

Phone Conference ID: 341 284 052#

[Find a local number](#) | [Reset PIN](#)

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**All other provisions and clauses of the RFP remain unchanged.**