

**First Amendment to
Request for Proposals ("RFP") to Develop a
Regional Interactive Environmental Resource Inventory ("ERI")**

Paragraph III, RFP Submittal Requirements, Subsection C., shall be deleted and replaced with the following:

- C. Rate Schedules & Budget: The Proposal must include in a separate sealed envelope (please mark as confidential):
1. A rate schedule that details fully loaded project team hourly rates, which includes all overhead and profit that may be incurred in performing the project.
 2. A project budget based on the Scope of Services. The budget shall be presented on a per task basis. The Consultant may also present costs for optional tasks that will enhance the final deliverable.
 3. Note: All direct expenses shall be billed at cost.

Paragraph III, RFP Submittal Requirements, Subsection D., shall be deleted and replaced with the following:

Three (3) hard copies of the complete Proposal, including Qualifications Submittal, Technical Proposal, and Rate Schedule & Budget, must be received no later than **5:00 p.m. Friday, March 1, 2019**. Proposals must be mailed or delivered to: New Jersey Highlands Council, 100 North Road (Route 513), Chester, New Jersey 07930. The complete Proposal shall also be provided electronically via USB flash drive enclosed with the hard copies of the Proposal or by e-mail to Ms. Christine LaRocca (christine.larocca@highlands.nj.gov). Late Proposals will not be considered.

If there are any questions regarding this First Amendment to Request for Proposals, please contact Ms. LaRocca in writing to NJ Highlands Council, 100 North Road, Chester, NJ 07930 or by e-mail at christine.larocca@highlands.nj.gov.

NEW JERSEY HIGHLANDS COUNCIL



Lisa J. Plevin
Executive Director

Dated: 2/19/19