



## ADDENDUM 2

**File: 1812-918-83-4874**

**Title: Operational and Organizational Assessment Consulting Services**

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### The following changes have been made:

The submission of responses is now Friday, January 18, 2019.

**Question 1:** According to the current schedule, questions are due by January 7<sup>th</sup> and the proposal is due by mail on January 11<sup>th</sup>. In light of the short turn around, we are asking for the deadline to be extended by two weeks?

**Answer 1:** The deadline for submitting responses has been extended to Friday, January 18, 2019.

**Question 2:** Exhibit G, Organizational Structure is missing from the solicitation.

**Answer 2:** Exhibit G, SAHA Organizational Structure has been added to this addendum.

**Question 3:** I'm in the process of completing our proposal for the subject RFP and the requirement for Tab 7 is the submission of a Section 3 *Good Faith Effort Compliance Plan*. SAHA's Section 3 Program Contractor Compliance Guide stated that it was part of Attachment A however the RFP documents did not include this form. Can you provide a copy?

**Answer 3:** The form that needs to be completed to meet this requirement is the one titled "Section 3 Utilization Plan".

**Question 4:** On page 36 of Exhibit F, the word "Attest" is used. Is this where we're supposed to sign? I looked up "attest" in the dictionary, and it wasn't clear to me that it was a synonym for "signature", so that's why I'm asking.

**Answer 4:** Please provide a signature on the line that is labeled "Attest"

**Question 5:** What is the communication protocol for timeline, selection, award, etc. for this RFP?

**Answer 5:** Please refer to page 4 of the RFP document for the tentative timelines.



**Question 6:** Did we obtain an extension for responses?

**Answer 6:** The deadline for submissions has been extended to Friday, January 18, 2019.

**Question 7:** How many internal and external stakeholders within SAHA excluding DSNR?

**Answer 7:** The number is not readily available, as there are many.

**Question 8:** Is there a sign-in list for the pre-bid meeting conducted on 1/3/2019 that is available?

**Answer 8:** The sign in sheet from the January 3, 2019 pre-proposal conference is attached. It includes those in attendance and those that called in.

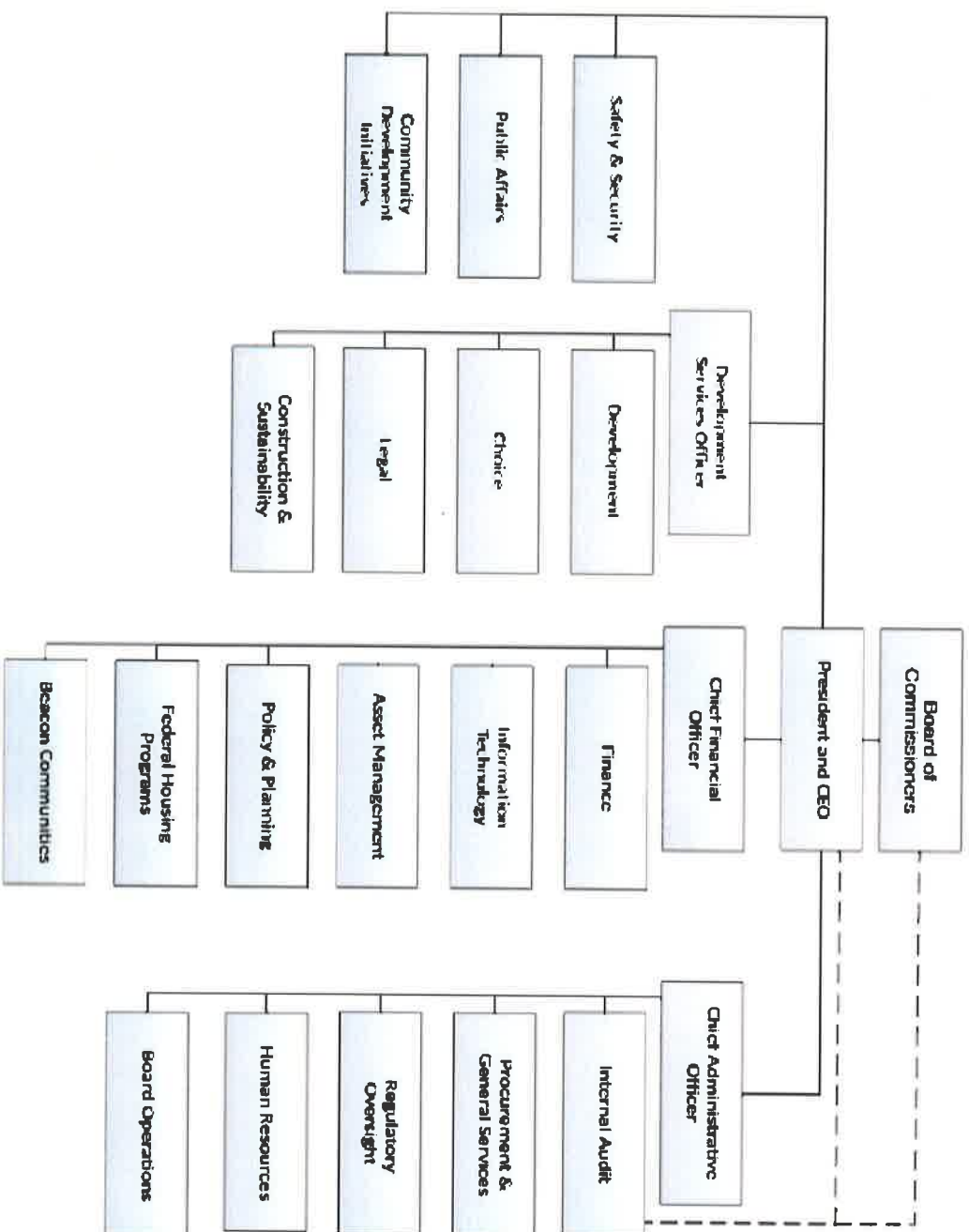
**Question 9:** Will there be an extension for the RFP submission deadline?

**Answer 9:** The deadline for submissions has been extended to Friday, January 18, 2019.

**By: Steven Morando**  
Director of Procurement

**Date: January 9, 2019**

# SAHA Organizational Structure



**SIGN IN SHEET Pre-submittal****1812-918-83-4874****Operational and Organizational Assessment Consulting Services****January 3, 2019**

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