



**ADDENDUM #1**  
**REQUEST FOR PROPOSALS**  
**No. 2016-019**

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**Effective:** March 11, 2016

**Project:** FY17 Grant for Housing Preservation and Transportation Assistance

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This Addendum is incorporated into and made part of the above named Request for Grant Proposals (hereinafter referred to as "Solicitation"). Below are the questions submitted by Applicants and the City's answers thereto in response to the Solicitation. The City is not responsible for the content of the questions and has provided the most comprehensive answers based on the interpretation of the questions.

**Q 1. If one of our present partners did not attend the Pre-Bid meeting, are they still able to apply for the RFP?**

A: Attendance of the Pre-Submission Meeting is mandatory only for the Applicant and not a Partner Organization(s).

**Q 2. Please clarify if these bid requests are for only in-state Providers?**

A: No, RFPs are available to both in-state and out of state Providers.

**Q 3. I am looking for assistance with the fillable application as I am having problems saving my responses?**

A: For those of you that have Adobe Version 11 or later, we recommend that you save the application prior to opening it. For those who do not have Adobe Version 11 or later, download the Adobe Reader, Version 11 or later – go to City website and download the application on to your computer, then open the file in Adobe Reader, Version 11 or later. Each computer software is different. We strongly encourage solicitors to work with their IT departments for their individual applications.

**Q 4. Can private organizations bid on this solicitation?**

A: Yes, all the solicitations are open to nonprofit and for-profit organizations.

**Q 5. Is this service area under a current contract in FY16 and if so, who does the City contract with?**

A: This RFP is entitled Emergency and Self-Sufficiency Assistance for FY16 and the contractors are Family Services, Inc., Housing Initiative Partnership, Gaithersburg HELP and the Upper Montgomery Assistance Network.

**~ END OF ADDENDUM ~**