



ADDENDUM #1

Request for Quotations
Emergency Preparedness Plan Development
Solicitation No. 2020-8049 and TP20-028

Originally Issued September 15, 2020

Cincinnati Metropolitan Housing Authority
1627 Western Avenue
Cincinnati, OH 45214

Addendum 1 – Issued September 21, 2020

To Offerors:

The following additions, deductions, changes and corrections to the proposal and specifications for the above referenced project shall hereby be incorporated into the work, and their affect on the proposal shall be reflected in the Offeror's proposal. Offerors shall also verify this fact by indicating the receipt of the addendum in their proposal.

QUESTIONS:

1. Cover letters and resumes are not mentioned in the RFq. Are these permitted?
Cover letters and resumes are permitted with your response.
2. The RFq does not specify, but a training video on submitting proposals to CMHA indicated that the Fee Submission Form and the Contract Acceptance & Award must be sent as separate electronic documents. To confirm, are we to send an email with three separate PDF's (i.e. Fee Submission Form, Contract Acceptance & Award, & Proposal with all other forms)? **Emailed submissions should be as follows: 1 or more emails for the proposal; 1 separate email with only the Fee Submittal Form, and 1 separate email with only the Contract Award and Acceptance Form.**

1627 WESTERN AVENUE, CINCINNATI, OHIO 45214

Phone: (513) 333-0670 Fax: (513) 977-5606 TDD: (513) 977-5807 Website: www.cintimha.com

Equal Opportunity Employer, Equal Housing Opportunities

3. The Award Criteria indicates the relevant experience section should be a **one page description**. Confirming that this section is limited to one page. Are we prohibited from providing additional information in another section or providing attachments with additional information? **Responses may be multiple pages; there is no restriction to the size of your proposal.**

4. Is there a length requirement for the Project Management Ability/Quality Assurance? **There is no length requirement.**

END OF ADDENDUM TO DATE 9/21/20