



ADDENDUM #1

Quotations for Small Procurements
Website Development
Solicitation No. 2025-6801

Originally Issued March 13, 2025

Addendum 1 – Issued March 20, 2025

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. Is section 3 compliance mandatory for this engagement? **Please refer to Section 2.0 of the QSP Document. In furtherance of Section 3 initiatives, any hiring or training opportunities that are generated through this contract agreement should be provided to Section 3 Business Concerns or Section 3 Workers to the greatest extent feasible.**
2. As an SBA-certified 8(a) company based in Fairfax, VA, would our 8(a) certification satisfy the Section 3 criteria? **Certification is not required for Section 3. If you would like more information about whether your business qualifies as a Section 3 business please contact Section3@cintimha.com.**
3. If Section 3 is mandatory, could you please let us know where to find resources for locating Section 3 compliant companies/workers, as the website is currently experiencing issues? **You can access resources by contacting Section3@cintimha.com.**
4. Is the maximum budget for this project under \$75k? **The budget amount for this contract is \$75,000.**
5. Is cost the most important factor when selecting a vendor? **No. Please refer to the scoring criteria in section 5 of the QSP Document.**

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Equal Opportunity Employer, Equal Housing Opportunities

6. What are the specific economic inclusion goals for this RFP? **There are none.**
7. What do you accept as valid certification authority for MBE status? **We accept any certification and also allow vendors to self-certify.**
8. Is there a preference for local vendors? **No.**
9. How many vendors do you anticipate awarding contracts to? **One.**
10. In QPC, you refer to "Proof of Insurance and Licensing", but all documents stated are related to Insurance. Can you specify what documents would satisfy the "licensing" part of the requirement? **No specific licensing is required for this solicitation.** We are registered in CA, can we provide that registration document? **Yes.**
11. If registration in OH is required, can we do this post award? **Any business entity, domestic or foreign, planning to transact business within Ohio, using a name other than their own personal name, must register with the Ohio Secretary of State. Business entities must file the appropriate formation documents to register their business. Sole proprietorships and general partnerships are not required to register the business entity; however, they may need to register a trade name or report the use of a fictitious name if they are doing business in a name not their own. This registration would not be required until award.**
12. Are we allowed to send a detailed proposal in a PDF format along with the QPC? **Yes.** If we are allowed, do you have any specific content sequence you require? **No, please follow the format of the Quote Packet document.**
13. What are the minimum number of references you require? **Five.**

END OF ADDENDUM TO DATE 3/20/2025