



pennsylvania

DEPARTMENT OF HUMAN SERVICES

SOLICITATION ADDENDUM

Date: **September 13, 2023**
Subject: **Women's Service Programs**
Solicitation Number: **RFA 18-23**
Due Date/Time: **October 2, 2023, 12:00 PM**
Addendum Number: **1**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation "Addendum" as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

List any and all changes:

1. Please find attached the final question and response document pertaining to the formal inquiries submitted.
2. Section II-1 of the RFA provides that to be eligible for selection, an application must:
 - A. Be timely received from an Applicant;
 - B. Be properly signed by an Applicant; and
 - C. Be submitted by an Applicant that is a 501(c)(3) nonprofit organization with non-profit service providers.

Applicants are reminded that failure to **strictly comply** with these three mandatory responsiveness requirements will result in rejection of their applications. For example, the RFA would, in most cases, require the Department to reject an application received at 12:01 P.M. on the application due date.

3. The following language is **ADDED** to Section II-6.D of the RFA:

If the Department cancels the RFA for one or some regions in accordance with Section II-6.E below, the Department may, in its sole discretion, redistribute the funding for the region(s) to the remaining region(s) by population, reallocate the funding to other projects, or both.

4. The last paragraph of Section III-3.C, Personnel, Key Personnel Diversions or Replacement, is **DELETED** and **REPLACED** with the following:

For vacancies other than those caused by diversions and unless otherwise approved by the Department Grant Administrator, the selected Applicant shall have 30 calendar days to interim fill and 90 calendar days to permanently fill a vacancy with a person



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acceptable in terms of experience and skills, subject to the Department Grant Administrator's approval.

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

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