

ADDENDUM NUMBER 1

Request for Proposal: RFP# 2025-02-19-A Non-Licensed Healthcare Career Coach

Addendum Issue Date: Friday, March 14, 2025

RFP Closing Date & Time: Friday, March 28, 2024 (5:00 PM ET)

To All Potential Proponents:

Addendum Number 1 is issued to modify the previously issued RFP document and/or given for informational purposes and is hereby an official document of the RFP. Please attach this addendum to the original RFP package. As per the RFP, the Proponent shall acknowledge receipt of any and all addendums, if any, by listing the Addenda by number(s) and date(s) in their proposal.

- 1. Regarding Scope A (Appendix E1): Where should the fees be listed for session preparation, presentation tailoring, post-session debriefs and reports? In the additional fees box with content and value description or should they simply increase the hourly rate, so that the total budget includes all costs?**

Ans. The proponent can list fees separately or combine them into an inclusive rate at their discretion.

- 2. Regarding Scope B (Appendix E2): In order to capture the willingness to provide additional training, do we also list the fees (and respective costs) in Appendix E2, or do we capture all in a separate document?**

Ans. We would prefer that the fees be included in Appendix E2.

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