

**AMENDMENT ONE (1)**

**REFERENCE:** RFP25-003  
**TITLE:** Washington State Public Assistance Program Development  
**DATE ISSUED:** September 24, 2024

The purpose of this amendment is to revise the deadline for submitting proposals in section 3.6 and Attachment A1. The deadline is Monday, October 21, 2024, and proposals must be received by 4:30PM PST.

**A. Amend Section 3.6 Submitting Proposals as follows:**

**SUBMITTING PROPOSALS.** Your proposal must be delivered as follows:

SUBMITTING PROPOSALS	
Email Proposal To:	contracts.office@mil.wa.gov <i>Subject Line:</i> <i>(Bidder Name) Response to RFP25-003</i>

The proposal must be received by the RFP Procurement Coordinator no later than **October 21, 2024 at 4:30PM PST**. Late proposals will not be accepted and will be automatically disqualified from further consideration. All proposals and any accompanying documentation become the property of WMD and will not be returned.

**Note:** WMD email boxes only can accept emails that total less than 30MB in size. Bidders are cautioned to keep email sizes to less than 25MB to ease delivery. ***Zippered files cannot be accepted.***

**B. Amend Attachment A1, Bidders Responsive Checklist as follows:**

**BIDDER'S RESPONSIVENESS CHECKLIST**

\_\_\_ Proposal was submitted on or before, 4:30PM PST on October 21, 2024.

If NO, stop here as the Proposal is immediately non-responsive.

\_\_\_ Bidder provided all required attachments:

\_\_\_ Attachment A2 – Bidder's Certification

\_\_\_ Attachment A3 – Bidder Profile

\_\_\_ Attachment B2 – Contract Issues List (if applicable)

\_\_\_ Attachment C – Performance Requirements

\_\_\_ Attachment D – Bid Sheet

\_\_\_ Attachment F - Diverse Business Inclusion Plan – Subcontractors

\_\_\_ Proposed Statement of Work/Work Plan and Schedule

\_\_\_ Projects of Similar or Like Experience

\_\_\_ Resumes of Key Personnel

\_\_\_ Proposal demonstrates that the Bidder is capable/responsible to provide the services.

\_\_\_ Bidder's Certification and Proposal were signed by an individual authorized to bind the Bidder to a contractual relationship.

Notes: