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**Request for Proposal for the Application of Funds
from the Affordable Housing Trust Fund**

ADDENDUM #1

Issued August 1, 2023

Please note the following changes that have been made to the Request for Proposal.

1. The second paragraph of **Section 2.D.** has been replaced with the following:

Registration and attendance by a Respondent or a Respondent's designee to the Pre-Proposal Meeting is highly recommended but not mandatory for a Respondent wishing to submit a proposal. However, if a Respondent is unable to attend the Pre-proposal meeting and intends to submit a proposal, notification must be made to PartnerTulsa by emailing rfp@partnertulsa.org by August 4, 2023 at 5:00pm CST. Any proposals received from a Respondent that did not attend the Pre-proposal meeting or notify PartnerTulsa of their intent to submit a proposal will be returned unopened.

2. The Process Schedule table in **Section 2.C.** has been replaced with the following:

Issuance of RFP	July 11, 2023
Pre-Proposal Meeting Registration Deadline	July 26, 2023
Pre-Proposal Meeting	July 28, 2023
Notification of Intent to Submit Proposal Deadline	August 4, 2023
Questions and Document Request Deadline	August 18, 2023
Proposals Due	September 5, 2023
Evaluation of Proposals	September 2023
Shortlist Proposal Presentations, if Applicable	Week of October 2, 2023
Final Selection Announcement	December 2023

3. The last sentence of **Section 2.E.** has been replaced with the following:

If a substantive clarification is in order, an addendum to this RFP will be issued and posted on the PartnerTulsa website at www.partnertulsa.org and emailed to the Respondents that have attended the Pre-Proposal Meeting or notified PartnerTulsa of their intent to submit a proposal.

4. The last sentence of **Section 2.F.** has been replaced with the following:

In the event that it becomes necessary to revise or expand upon any part of this RFP, all addendums, amendments, and interpretations to this RFP will be made in writing and posted on the PartnerTulsa website at www.PartnerTulsa.org and emailed to the Respondents that have attended the Pre-Proposal Meeting or notified PartnerTulsa of their intent to submit a proposal.