

# ADDENDUM 1

## Questions from Vendors

Please put the answers underneath each question in **RED**

1. Does “in-person” mean meetings in the physical presence of the entrepreneur only, or does “in-person” also encompass one-on-one video call meetings, including screen sharing?

**“In-person” means in the physical presence of the entrepreneur.**

2. Is there a preference on technical assistance format? For example, a certain number of workshops, one-on-one sessions, or a mix? May the proposer provide a suggestion on format structure to meet the stated requirements of providing services to 35 businesses during the 12-month period equating to approximately 1,500 hours of TA?

**Classroom style trainings will be dependent on the needs of the estimated 35 individual businesses. If there’s overlapping need, classroom style trainings could be held.**

3. I see the requirement that the provider deliver in-person services to entrepreneurs. May the chosen provider conduct virtual sessions to supplement in-person sessions, with the goal to offer flexibility and convenience for the entrepreneur?

**Yes, virtual sessions can supplement in-person services but should be in addition to in-person sessions, not a substitute for them.**

4. I see that the term of the proposed contract may be influenced by our offer. Is there a particular expectation on types of offers you would like to see? For example, a term such as 1 year with 2 additional option years?

**The length of the contract will not be influenced by your offer however the number of providers selected to fulfill the contract may be influenced by the pricing and services offered by prospective bidders.**