



ADDENDUM #3

RFA-2025-OCOM-01-REFUG Refugee Support Services

(Changes are in ***bold, underlined and italicized text*** below to enable vendors to quickly recognize changes in paragraphs and/or wording.)

On July 5, 2024, the New Hampshire Department of Health and Human Services published a Request for Applications, soliciting qualified Vendors to provide Refugee Support Services, Youth Mentoring Services, and/or Services for Older Refugees.

The Department is publishing this addendum to:

1. Modify Section 9., Appendices to this Solicitation, to read:

9. APPENDICES TO THIS SOLICITATION

- 9.1. Appendix A – Form P-37 General Provisions and Standard Exhibits**
- 9.2. Appendix B – Culturally and Linguistically Appropriate Services (CLAS) Requirements**
- 9.3. Appendix C – Transmittal Letter and Vendor Information**
- 9.4. Appendix D – Technical Responses to Mandatory Questions**
- 9.5. Appendix E: Program Staff List**

2. Modify Section 6., Solicitation Response Requirements, to read:

6. SOLICITATION RESPONSE REQUIREMENTS

6.1. Acceptable solicitation responses must offer all services identified in Section 2 - Statement of Work, unless an allowance for partial scope is specifically described in Section 2.

6.2. Vendors must submit an electronic document for the Technical Response.

6.3. Technical Response Contents

Each Technical Response must contain the following, in the order described in this section:

6.3.1. Appendix B - Culturally and Linguistically Appropriate Services (CLAS) Requirements

6.3.2. Appendix C – Transmittal Letter and Vendor Information, including:

6.3.2.1. Vendor Code Number - Prior to executing any resulting contract(s), the selected Vendor(s) will be required to provide a vendor code number issued by the State of New Hampshire Department of Administrative Services upon registering as an authorized vendor with the State. Vendors are strongly encouraged to provide a vendor code number in the Appendix



B if available. More information can be found at:

<https://das.nh.gov/purchasing/vendorresources.aspx>

6.3.3. **Appendix D –Technical Responses to Mandatory Questions**

6.3.4. **Appendix E – Program Staff List**

6.3.5. **Resumes** – Vendors must provide resumes for those key personnel who would be primarily responsible for meeting the terms and conditions of any agreement resulting from this Solicitation. Vendors must redact all personal information from resumes.

7. Add Appendix E: Program Staff List