

THE CITY OF WALTHAM  
MASSACHUSETTS

PURCHASING DEPARTMENT

**CDBG Consultant**

**ADDENDUM NO. 1**

July 31, 2018

**CHANGES, CORRECTIONS AND CLARIFICATIONS**

The attention of bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or clarification are all to be included in and form a part of the proposal submitted.

THE NUMBER OF THIS ADDENDUM (NO. 1) MUST BE ACKNOWLEDGED IN PRICE SHEET SECTION.

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**ITEM 1: CLARIFICATION**

Under the "Request for Proposal" section labeled "Qualification" the following bullet:

*Respondents must meet the following qualifications before the proposal can be evaluated*

*(1) Active registration in the Federal Integrated Disbursement and Information System (IDIS)*

is clarified and modified as:

Following the award of the service the Consultants will be required to gain access to the Federal Integrated Disbursement System (IDIS) to help grantees prepare their plans and manage CDBG Entitlement funding. The City will request access for the successful consultant who shall be a new IDIS user, following the same steps used for requesting access for staff who are new IDIS users. If the consultant already has an IDIS ID, the City may need to request specific rights for the user.

Respondents are not required to meet the IDIS qualifications before the award of the service

**End of Addendum 1**