



**Amendment #0001 to  
RFP-24-0027 – CounselorMax Developer**

**This Amendment to the Request for Proposal (RFP) revises the timeline for Proposals, Questions and Letters of Interest for CounselorMax Developer.**

More specifically, Section L of RFP-24-0027 is replaced in its entirety, as follows:

**“Section L - Proposal Requirements**

**Proposal Requirements**

The Contractor shall sign Page 1 of the RFP, complete the applicable fill-in sections (highlighted in yellow), and electronically submit the completed RFP with their technical and price proposals to: Jayme Hardy, [jhardy@nw.org](mailto:jhardy@nw.org), Cc: ProcurementDept@nw.org, **no later than 5:00PM ET, 08/02/2024**. The subject line should read: *Proposal for RFP-24-0027 – CounselorMax Developer*.

**Question Submission**

Questions must be submitted electronically to: Jayme Hardy, [jhardy@nw.org](mailto:jhardy@nw.org), Cc: ProcurementDept@nw.org, **no later than 5:00PM ET, 07/19/2024**. The subject line should read: *Questions for RFP-24-0027 – CounselorMax Developer*. No further questions will be accepted after this date. Responses will be posted no later than 5:00PM ET, 07/26/2024.

**Letter of Interest**

All Vendors interested in submitting a proposal under this RFP may notify NeighborWorks at Jayme Hardy, [jhardy@nw.org](mailto:jhardy@nw.org), Cc: ProcurementDept@nw.org, **no later than 5:00PM ET, 07/19/2024**. The subject line should read: *Intent to Propose RFP-24-0027 – CounselorMax Developer*. This is not required, but only suggested as a means of information to NeighborWorks about interest in this solicitation.”

All other terms and conditions of the solicitation remain unchanged.