

**ADDENDUM NUMBER: THREE**

HILLSBOROUGH COUNTY HEALTH CARE SERVICES DEPARTMENT  
601 EAST KENNEDY BLVD, 16<sup>th</sup> FLOOR  
TAMPA, FLORIDA 33602

DATE: **November 14, 2022**

TO APPLICANT: This Addendum is an integral part of the RFA Package under consideration by you as an Applicant in connection with the subject matter herein below identified. Hillsborough County deems all sealed Applications to have been proffered in recognition and consideration of the entire RFA package – including all issued addenda. For purposes of clarification, receipt of this present Addendum by an Applicant should be evidenced by returning it (signed) as part of the Applicant's electronically submitted Application.

ADDENDUM TO: **THE HEALTH EDUCATION RISK REDUCTION, HOUSING AND SUBSTANCE ABUSE, FOR INDIVIDUALS WITH HIV DISEASE**

RFA NUMBER: **RW1-22**

RFA SUBMISSION DEADLINE DATE AND TIME: **Tuesday, November 15, 2022, 5:00 PM, EST.**

PLACE: Health Care Services Department, [arnolda@HCFLGov.net](mailto:arnolda@HCFLGov.net)

REASON FOR ISSUANCE OF THIS ADDENDUM: THE INFORMATION INCLUDED HEREIN IS HEREBY INCORPORATED INTO THE CONTRACT DOCUMENTS OF THIS PRESENT RFA MATTER AND SUPERSEDES ANY CONFLICTING CONTRACT DOCUMENTS OR PORTION THEREOF PREVIOUSLY ISSUED:

1. **“I understand that it is past the deadline to submit questions related to RFA RW1-22, however there is a significant point of clarification needed regarding the electronic submittal.**

**The Budget Forms provided for this RFA are in Excel format (attached) with multiple tabs, and cannot easily, concisely and clearly be converted to PDF format. In fact, converting to PDF format significantly distorts the items/format of the Budget as provided in Excel. The RFA (screenshot below) indicates that there is to be 1 PDF submittal and not “random attachments.”**

**Please clarify whether the Budget forms are to be submitted in EXCEL form with the rest of the PDF RFA package converting the Excel format to PDF will not translate.”**

As the RFA package states, the DEPARTMENT does not want random attachments. If for some reason, the file(s) that your agency converts from Excel to PDF do not translate/convert properly with the numbers/figures that should be on the spreadsheet(s) we suggest you manually make a copy/scan the printed Excel Budgets and add them to your RFA response. The RFA responses should be in order and page numbered. Again, the DEPARTMENT does not want random various attachments.

(The remainder of page intentionally left blank.)

Receipt of this Addendum is hereby acknowledged by the undersigned Applicant.

ATTEST:

\_\_\_\_\_  
Authorized Signature (Applicant)

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Title of Person Signing Above

\_\_\_\_\_  
Typed Name of Firm, Corporation,  
Business or Individual

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

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