

**GREATER HARTFORD TRANSIT DISTRICT
GHTD RFP #11-018
EMPLOYEE ASSISTANCE PROGRAM and SUBSTANCE ABUSE PROFESSIONAL
ADDENDUM #1
February 9, 2018**

The Request for Proposal (RFP) is modified/clarified as set forth in this Addendum. The original RFP Documents remain in full force and effect, except as modified/clarified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its proposal.

Proposals are due on February 28th at 2:30 p.m. at the District offices located at One Union Place, Hartford, CT. All questions and requests for clarification regarding GHTD RFP #11-018 must be submitted in writing to LaShaunda Drake at or before noon, Wednesday, February 14, 2018. There is no pre-proposal conference scheduled for this RFP.

The following requests for clarification were submitted in writing:

#5, Qualifications of Proposers, bullet #2 states “firm must have a Certified Employee Assistance Professional on staff.”

- 1.) Question: Are agencies allowed to submit a proposal if they do not have a CEAP on staff but have members of their EAP affiliate panel who are CEAP's?**

Answer: Yes, you are welcome to submit a proposal for evaluation provided it is received by the specified deadline.

End of Addendum 1