

**Addendum #1 Questions and Answers**  
**RFP #20-004-232 Policy Services**

1. With so many of our states impacted now by stay-at-home orders due to COVID-19, I wanted to inquire if Wayne RESA would consider accepting emailed proposal submissions in PDF format of the *Policy Services* proposal, despite the RFP request for hardcopies. Our company's printing locations (California and Florida) are now under stay-at-home orders and we'd like to not ask employees to risk breaking orders.

In light of recent recommendations (related to COVID-19) from the Center for Disease Control (CDC), and state and local health departments, Wayne RESA's Education Center is closed to the public. In light of this change, Wayne RESA will allow suppliers to submit an electronic copy only to my attention at [huntere@resa.net](mailto:huntere@resa.net). Please remember that proposals are due by **12:00 p.m. Friday, May 8, 2020**.

Also, Attachment #3 (Ethical Standards Affidavit) and Attachment #4 (Conflict of Interest Affidavit) are required to be notarized. At this time, Wayne RESA will **temporarily** allow submission of proposals without notarization. Each document should still be signed by your organization. We will work to obtain notarized copies from **RFP respondents** once the stay-at-home orders are lifted.