



**WORKSOURCE MONTGOMERY, INC.**  
1801 Rockville Pike, Suite 320  
Rockville, MD 20852

**ADDENDUM NO. 1**

**REQUEST FOR PROPOSALS (RFP)  
WIOA Out-of-School Youth Programs**

**Funded Under:** The Federal Workforce Innovation and Opportunity Act

**Initial Period of Performance:** July 1, 2025 – June 30, 2026

**Original Issue Date:** February 11, 2025

**Addendum Issue Date:** February 27, 2025

**PURPOSE OF ADDENDUM**

This addendum serves to revise and clarify specific sections of the RFP previously issued on **February 11, 2025**. All other terms and conditions of the original RFP remain unchanged. This addendum becomes part of the RFP and must be acknowledged in any submitted proposal.

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**Wheaton**

11510 Georgia Ave, First Floor  
Wheaton, MD 20902  
301-929-6880

**Germantown**

12900 Middlebrook Road  
Germantown, MD 20902  
240-406-5485

**East County**

3300 Briggs Chaney Rd,  
Silver Spring, MD 20904  
240-777-8412

## REVISIONS

1. **Q&A Release Date**
    - **Original Date:** Tuesday, February 25, 2025
    - **Revised Date:** Thursday, February 27, 2025
  
  2. **Email for Question and Proposal Submissions**
    - **Original Email (Error):** procurement@workforcemontgomery.com
    - **Revised Email:** procurement@worksourcemontrgomy.com
    - *Correction Notice:* All questions and proposals should be submitted to **procurement@worksourcemontrgomy.com**. Any submissions sent to the incorrect email will not be considered.
  
  3. **Letter of Intent Requirement**
    - **Original Requirement:** Letter of Intent required.
    - **Revised Requirement:** Letter of Intent is **NOT required** for this RFP.
    - *Correction Notice:* References to the requirement for a Letter of Intent, including those on page 11, are rescinded. Proposers are not obligated to submit a Letter of Intent.
  
  4. **Measurable Skill Gains Target**
    - **Original Goal (Error on Page 6):** 80%
    - **Revised Goal:** 85%
    - *Correction Notice:* The measurable skill gains target listed on page 6 has been corrected from **80% to 85%**.
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## CONTACT INFORMATION

For any questions regarding this addendum, please contact:

**Ernestine Chambers**

Sr. Director of Strategic Operations

WorkSource Montgomery, Inc.

procurement@worksourcemontrgomy.com

**ACKNOWLEDGEMENT OF ADDENDUM**

All proposers must acknowledge receipt of this addendum by including a signed copy with their proposal submission.

**Acknowledgement:**

I acknowledge receipt of **Addendum No. 1** for the **WIOA Out-of-School Youth Programs RFP** issued by **WorkSource Montgomery, Inc.**

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Signature

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Printed Name

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Title

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Organization

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Date

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**REMINDERS**

- **Proposal Submission Deadline:** Friday, March 14, 2025, by 5:00 PM (Eastern Time).
- **Submission Email:** [procurement@worksourcemontgomery.com](mailto:procurement@worksourcemontgomery.com).
- Late submissions will not be considered.

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**END OF ADDENDUM NO. 1**