AMENDMENT # 1

DATE: June 13, 2011

TO: All Bidders of Record

FROM: Gil Rivera, Buyer

SUBJECT: Amendment #1 to P-313, “Grant Proposal Writers”

This amendment becomes part of the Contract Documents and modifies the original bidding documents as noted below:

**Bidders are required to acknowledge receipt of this Amendment in the space provided in Section E.**

1. **QUESTION:** The requirement for federal reviewer comments and writing samples is of concern. Can those items be redacted so they do not show the client specific information?

   **ANSWER:** Yes.

2. **QUESTION:** In Section D. 2.1 (page 7), the RFP states that Federal grant review experience is required. This is not a problem for us to meet. However, each Federal agency uses a different process for its grant review, and to my knowledge there is not an industry-standard as to what certifications are held by federal grant reviewers. Would an offer letter to act as a federal grant reviewer be accepted in its place?

   **ANSWER:** If there isn’t an industry standard certificate then an offer letter will be accepted instead.

3. **QUESTION:** Section D. clause 3.5.3.1.G) requests five sections of a funded grant proposal. A) Can these be attached so as not to impede the double-spaced 10-page limit? B) Also, can or should these be from different grant proposals?

   **ANSWER:** A) Yes. Response to Section D. clause 3.5.3.1.G shall not be counted towards the 10-page limit. 
   B) It is preferred that these be from a single grant proposal, if possible.

**Bidders are required to acknowledge receipt of this Amendment in the space provided in Section E.** All other specifications, terms and conditions remain unchanged. This amendment may also be downloaded from CNM’s website [http://www.cnm.edu/purchasing/proposals.php](http://www.cnm.edu/purchasing/proposals.php). The due date and time of Friday, June 24, 2011 at 3PM MDT remains unchanged.