



STATE OF TENNESSEE  
 TENNESSEE HOUSING DEVELOPMENT AGENCY

**REQUEST FOR QUALIFICATIONS # 31620-00708**  
**AMENDMENT # 1**  
**THDA COVID PROGRAMS AUDIT SERVICES**

DATE: September 16, 2022

RFQ # 31620-00708 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFQ Issued		September 12, 2022
2.	Disability Accommodation Request Deadline	2:00 p.m.	September 15, 2022
3.	Notice of Intent to Respond Deadline	2:00 p.m.	September 16, 2022
4.	Written "Questions & Comments" Deadline	2:00 p.m.	September 23, 2022
5.	State response to written "Questions & Comments"		October 5, 2022
6.	RFQ Technical Response Deadline	2:00 p.m.	October 14, 2022
7.	State Schedules respondent Oral Presentations (ONLY Respondents who pass Mandatory Requirements)		October 19, 2022
8.	Respondent Oral Presentations	8:00 a.m. - 4:30 p.m.	October 24-28, 2022
9.	RFQ Negotiations (if applicable)		November 2-4, 2022
10.	State Notice of Intent to Award Released and RFQ Files Opened for Public Inspection		November 8, 2022
11.	End of Open File Period	4:30 p.m.	November 15, 2022
12.	State sends contract to Contractor for signature		November 17, 2022
13.	Contractor Signature Deadline	2:00 p.m.	November 21, 2022

2. **Delete RFP section 3.2. in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):**

### 3.2. Response Delivery Location

A Respondent must ensure that the State receives a Response to this RFQ no later than the Response Deadline time and dates detailed in the RFQ § 2, Schedule of Events. All responses must be delivered to:

Will Harmon  
Sourcing Account Specialist  
Central Procurement Office  
Tennessee Tower, 3<sup>rd</sup> Floor  
312 Rosa L. Parks Ave.  
Nashville, TN 37243  
[will.harmon@tn.gov](mailto:will.harmon@tn.gov)

3. **Delete RFP section 4.1.1. in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):**

- 4.1.1. Respondents shall reference RFQ #31620-00708 in all communications relating to this solicitation, and direct any such communications to the following person designated as the Solicitation Coordinator:

Will Harmon  
Sourcing Account Specialist  
Central Procurement Office  
Tennessee Tower, 3<sup>rd</sup> Floor  
312 Rosa L. Parks Ave.  
Nashville, TN 37243  
[will.harmon@tn.gov](mailto:will.harmon@tn.gov)

4. **RFP Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.