

City of Charleston
Procurement Division
75 Calhoun Street, Suite 3500
Charleston, SC 29401



ADDENDUM #1 Q&A

T: (843) 724-7314
F: (843) 720-3872

DATE: April 18, 2025

TO: All Bidders

FROM: Robin B. Robinson

RE: 25-B007R – Software for Grants Management and City Grants Application

This addendum #1 to the solicitation is being made for the following reasons:

Q-1 Can you please confirm whether Canadian-based vendors are eligible to submit proposals under this RFP?

A-1 Any vendor that can provide the requirements of the RFP can submit proposals.

Q-2 Will the successful vendor be expected to import or digitize past application data for either grant program?

A-2 No, they will not.

Q-3 Does the City require integration with any internal platforms (e.g., financial systems, GIS, document repositories)?

A-3 No we do not.

Q-4 Does the City require or anticipate support for bilingual/multilingual user-facing content?

A-4 No, we do not.

Q-5 Due to upcoming staffing constraints and statutory holidays in our region, we kindly request a brief extension of two weeks beyond the May 1, 2025 deadline to ensure a high-quality and complaint submission. Please advise if this is possible.

A-5 We are unable to extend the due date.

Q-6 We are interested in responding to the RFP and wanted to see if you all would be able to accommodate and provide a two week extension?

A-6 Please see A-5.

If you have any questions, please feel free to call 843-724-7314. Thank you in advance for your cooperation.

Signature of Acknowledgement

Date

Company Name