

**Finance**

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ADDENDUM NUMBER 2
Request for Proposals Housing Rehabilitation Program
Temporary Relocation Lodging Services

RFP: S1-0126.1

December 19, 2025

To all holders of RFP-S12-1025.3 Proposal Documents:

This addendum forms part of the Proposal documents and modifies the original proposal document. Deletions, corrections, and changes shall be as binding as if incorporated in the original documents. All General Overviews, Terms and Conditions, basic requirements, etc., as specified initially, shall apply to these items. Acknowledging receipt of this addendum will be required as part of the contract agreement.

Questions & Responses

Question:

How many rooms does the city of Wilmington require?

Response:

The housing rehabilitation programs offered by the city only provide relocation when disturbing cooking facilities, disturbing the only working bathroom, or demolition is involved. In the past, the greatest need was two or three rooms at a time. The length of stay depends on how long it takes for a contractor to rehabilitate the items that would keep them out of their house, such as cooking facilities, bathroom, or construction of an entire home.

Question:

How do we get paid for rented rooms?

Response:

If awarded, and once you have become a vendor of the city and provided all necessary documentation, an invoice may be sent to the appropriate staff, and payment via ACH will be processed. If an invoice is received by Thursday, payment can be expected Friday of the following week, barring any system interruptions.

Question:

Do they need cleaning services-how often?

Response:

Rooms will require the same level of cleaning service as a daily stay, although program participants may opt to have the frequency reduced to fewer times per week.

Question:

If city wants, I would like to rent all 76 studio rooms to city of Wilmington.

Response:

This RFP is associated with programs in the Community Development and Housing Division of the City of Wilmington and would not need that many rooms.

Acknowledge receipt of this Addendum in the space provided in the Proposal. Failure to do so may disqualify the Bidder.

Christine R. Karem, Sr. Contract Specialist
M/WBE Coordinator
Purchasing Division
END OF ADDENDUM TWO