



SUBJECT: Request for Applications (RFA) for Child Outpatient Counseling Services, **RFA 2024-007.**

FROM: Adam Velez – Sr. Director, Compliance and Systems Supports

DATE: August 28, 2025

THIS NOTICE SHALL SERVE AS ADDENDUM NO. V – TO THE ABOVE REFERENCED REQUEST FOR APPLICATIONS.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 008 – RESTRICTIONS ON COMMUNICATION

Question 1: Numerous financial documents are being requested. How do we ensure that the information we are sending is protected? Specifically, the financial information.

Response: Upon receipt, hard copies are securely stored in the Contracting & Procurement office suite. After evaluation, one (1) hard copy is kept in a secured storage area and excess copies are destroyed via the Center's contracted shredding service.

All other RFA conditions remain unchanged.

RFA documents may be downloaded from <http://www.chcsbc.org/contracting-opportunities/>