



*Board of Commissioners*  
Doug Barnes, Chair  
John Welch  
TerryLynn Stewart  
Regina Elmi

*Executive Director/CEO*  
Robin Walls

KENT WORKFORCE DEVELOPMENT PROGRAMS RFP  
ADDENDUM ONE, QUESTIONS AND ANSWERS  
NOVEMBER 3, 2022

1. There is a current operator of programs at this Center. Is this new funding or is KCHA rebidding the current contract?  
**Answer:** Per the King County Housing Authority's (KCHA) procurement policy, the programs and services outlined in this RFP needs to go out for a bid. New or additional funding is not being made available through this RFP.
2. If we claim that we are a Section 3 business based on hours worked by Section 3 employees, do we also need to submit individual Section 3 certifications for each of these employees?  
**Answer:** Yes. Please refer to the Section 3 business certification form (Exhibit C-2 of the RFP) for additional information.
3. Are for-profit organizations eligible to apply?  
**Answer:** Yes
4. What is the total square footage of the Career Development center that would be leased?  
**Answer:** About 1000 square feet.
5. What is the anticipated lease cost per square foot?  
**Answer:** KCHA is currently in the process of reviewing cost structure and will have new policies in place in late January 2023 to early February 2023. Current lease requires the tenant to pay only its pro rata share of operating expenses at the facility. In the 5 years prior to COVID, that share was about \$7,500/year
6. A work sample is mentioned on page four without any additional details. Can you clarify whether it is in fact required, and, if so, what it should consist of or look like?  
**Answer:** A work sample is not required as part of an applicant's submission. A work sample is any product that represents work similar to what is being requested in this RFP.

**Please note, the deadline for the RFP remains the same: November 9, 2022 at 4:30 PM.**