

ADDENDUM NO. 1

RFQ 4.17.26 – Commercial Cleaning Services

Fort Wayne Housing Authority

Date Issued: April 23, 2026

This Addendum is issued to clarify, modify, or supplement the above-referenced solicitation. This Addendum shall become part of the RFQ and shall be acknowledged by all respondents.

CLARIFICATIONS / REVISIONS

Submission Method Update

FWHA has implemented an additional submission option to help ensure timely and successful delivery of proposals, particularly for large files that may be impacted by email size limitations or spam filtering.

Respondents are **strongly encouraged** to submit proposals using the secure file upload link below:

<https://www.dropbox.com/request/glxad9s55w4s4mjw6d3m>

Proposals may be submitted using either of the following methods:

- **Secure File Upload (Recommended)** via the Dropbox link above
- **Email Submission** as outlined in the original RFQ

Use of the secure upload link does not require a Dropbox account and is free to use.

All proposals must be received no later than the stated due date and time. Submissions received after the deadline will not be accepted, regardless of submission method.

FWHA is not responsible for delivery failures due to file size limitations, spam filtering, or other technical issues associated with email submissions.

It is the responsibility of the respondent to confirm successful submission.

All other terms and conditions of the RFQ remain unchanged.

END OF ADDENDUM NO. 1

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