



FULTON COUNTY

August 5, 2016

Re: 17RFP07012016B-BR Inmate Medical Services

Dear Proposers:

Attached is one (1) copy of Addendum #4, hereby made a part of the above-referenced Request for Proposal (RFP).

Except as provided herein, all terms and conditions in the RFP referenced above remain unchanged and in full force and effect.

Sincerely,

A handwritten signature in blue ink that reads "Brian Richmond". The signature is written in a cursive style with a large, prominent initial "B".

Brian Richmond
Assistant Purchasing Agent

This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

In SECTION 9, EXHIBITS, EXHIBIT 1, “Request to Proposal (RFP) Submittal Check List for” located on Pages 9-2 through 9-3, is to be replaced by the EXHIBIT 1 “Request to Proposal (RFP) Submittal Check List for” document that is attached to this addendum.

In SECTION 6, CONTRACT COMPLIANCE REQUIREMENTS, EXHIBIT B, EMPLOYMENT REPORT located on Page 6-5, is to be replaced by the EXHIBIT B, EMPLOYMENT REPORT document attached to this addendum.

For Questions 1-6 below, please see the EXHIBIT 1 “Request to Proposal (RFP) Submittal Check List for” document that is attached to this addendum.

1. **Question:** The RFP states that Exhibits B, D and E are to be submitted after award. The Proposal Checklist states that they are required for submission with the proposal. Which is correct?
2. **Question:** The **Proposal Checklist** on **RFP pg. 9-2** lists Exhibits F and G. Please confirm that (a) there are no Exhibits F and G and that (b) there are only Exhibits A through E, plus the Equal Business Opportunity Plan to include in the proposal.
3. **Question:** Page 9-2, Exhibit 1 – Required Proposal Submittal Check List-In Section 10, several of the Exhibits listed do not correspond to the actual Exhibits:
 - There is no Exhibit E: Declaration Regarding Subcontractor Practices
 - There is no Exhibit F: Joint Venture Disclosure Affidavit
 - Exhibit G is actually Exhibit E: Prime Contractor/Subcontractor Utilization Report
4. **Question:** Page 9-2, Exhibit 1 – Required Proposal Submittal Check List Are Section 4 and Section 8 the same thing?
5. **Question:** Page 9-2, Exhibit 1 – Required Proposal Submittal Check List Financial Information (Section 6) is repeated in Section 8 (Proposer Financial Information). Should we refer to Section 6 in Section 8?
6. **Question:** On page 9-2 – Exhibit 1 indicates that bidders should return Exhibit F and Exhibit G. Since these Exhibits are not included in this RFP process, will you be revising the list on Exhibit 1 and releasing the new Checklist?

7. **Question:** Page 6-2, 6.5 – Required Forms-This section states the forms that must be submitted with the proposal are Exhibits A, C and EBO Plan. Exhibits B, D and E are to be submitted upon award. However, Exhibit B states: *The demographic employment make-up for the bidder must be identified and submitted with this bid/proposal. In addition, if subcontractors will be utilized by the bidder/proposer to complete this project, then the demographic employment make-up of the subcontractor(s) must be identified and submitted with this bid.*

Answer: Please use the EXHIBIT B EMPLOYMENT REPORT document attached to this addendum.

8. **Question:** Please indicate the order of precedence among the solicitation documents (e.g., the RFP, initial responses to questions, subsequent responses to questions, exhibits and attachments) so that in case of contradictory information among these materials, bidders know which of the conflicting data sets to use to create their narratives and calculate their prices.

Answer: The order of precedence can be found in Section 8 SAMPLE CONTRACT, Article 1, CONTRACT DOCUMENTS, 3rd Paragraph.

9. **Question:** We are required to provide a number of forms that need to be filled out by our subcontractors. Please confirm if we can provide electronically scanned versions of those forms in the Proposal or whether you require the originally signed documents.

Answer: You can submit electronically scanned copies of any forms needed to be filled out by your subcontractors

10. **Question:** Will bidders be able to ask follow up questions after receiving the initial answers to questions?

Answer: No.

11. **Question:** Will bidders have the industry standard of seven (7) business days to review and incorporate all answers supplied by Fulton County before the proposal due date? If so, when can we expect to receive answers to our questions?

Answer: No.

RFP# 17RFP07012016B-BR Inmate Medical Services
Addendum #4
August 5, 2016

**ACKNOWLEDGEMENT OF ADDENDUM NO. 4,
17RFP07012016B-BR Inmate Medical Services.**

The undersigned Proposer acknowledges receipt of this Addendum by returning one (1) copy of this form with the proposal submittal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, S.W., Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time of Wednesday, August 10, 2016 11:00 AM.

This is to acknowledge receipt of Addendum No. 4, _____ day of _____, 2016.

Legal Name of Bidder

Signature of Authorized Representative

Title

Request to Proposal (RFP) Submittal Check List for

The following submittals shall be completed and submitted with each proposal (see table below "Required Proposal Submittal Check List."). Please check to make sure that the required submittals are in the envelope before it is sealed. Failure to submit all required submittals may deem your proposal non-responsive.

Submit one (1) Original proposal and five (5) CD's as required in Section 3.1.2 of the RFP.

| Item # | Required Proposal Submittal Check List | Check (√) |
|--------|---|-----------|
| 1 | One (1) Proposal marked " Original ", five (5) CD's or thumbdrive | |
| 2 | *Form A: Georgia Security and Immigration Contractor Affidavit(s) and Agreements <i>Note: If prime contractor is a joint venture, partnership, LLC, each member of the entity must submit an affidavit</i> | |
| 3 | *Form B: Georgia Security and Immigration Subcontractor Affidavit (s) | |
| 4 | Technical Proposal | |
| 5 | Cost Proposal (submitted in a separate sealed envelope) | |
| 6 | Financial Information (submitted in a separate sealed envelope) | |
| 7 | Acknowledgement of each Addendum | |
| 8 | Purchasing Forms Form C: Disclosure Form & Questionnaire Form D: Professional License Form E: Local Preference Affidavit of Bidder/Offeror Form F: Service Disabled Veteran Preference Affidavit | |
| 9 | Office of Contract Compliance Requirements (separate envelope) Exhibit A: Promise of Non-Discrimination Exhibit C: Schedule of Intended Subcontractor Utilization | |
| 10 | Evidence of Insurability, proposer must submit one (1) of the following: Letter from insurance carrier Certificate of Insurance An umbrella policy in excess of required limits for this project | |
| 11 | Verify that Bidder/Proposer is registered w/Georgia Secretary of State and attach a copy of print out for each | |
| 12 | Verify Georgia Utility License Number and attach a copy of print out for each Bidder/Proposer (If applicable) | |
| 13 | Verify Professional License and attach a copy of the print out for each Bidder/Proposer (If applicable) | |

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

| JOB CATEGORIES | TOTAL EMPLOYED | | TOTAL MINORITIES | | WHITE (Not Hispanic Origin) | | BLACK or AFRICAN AMERICAN (Not of Hispanic Origin) | | HISPANIC or LATINO | | AMERICAN INDIAN or ALASKAN NATIVE (AIAN) | | ASIAN | | NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP) | | TWO or MORE RACES | | |
|---|----------------|---|------------------|---|-----------------------------|---|--|---|--------------------|---|--|---|-------|---|--|---|-------------------|---|--|
| | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | |
| EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS | | | | | | | | | | | | | | | | | | | |
| FIRST/MID LEVEL OFFICIALS and MANAGERS | | | | | | | | | | | | | | | | | | | |
| PROFESSIONALS | | | | | | | | | | | | | | | | | | | |
| TECHNICIANS | | | | | | | | | | | | | | | | | | | |
| SALES WORKERS | | | | | | | | | | | | | | | | | | | |
| ADMINISTRATIVE SUPPORT WORKERS | | | | | | | | | | | | | | | | | | | |
| CRAFT WORKERS | | | | | | | | | | | | | | | | | | | |
| OPERATIVES | | | | | | | | | | | | | | | | | | | |
| LABORERS & HELPERS | | | | | | | | | | | | | | | | | | | |
| SERVICE WORKERS | | | | | | | | | | | | | | | | | | | |
| TOTAL | | | | | | | | | | | | | | | | | | | |

FIRM'S NAME: _____

ADDRESS: _____

CONTACT NAME: _____

EMAIL: _____ PHONE NUMBER: _____

SUBMITTED BY: _____