



**FULTON COUNTY**

April 15, 2016

**Re: 16RFP002B-BR Comprehensive Equal Access/Non-Discrimination Compliance Development and Training**

Dear Proposers:

Attached is one (1) copy of Addendum #3, 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, flowing style.

Brian Richmond  
Assistant Purchasing Agent

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

1. **Question** Will the initial survey be administered to individuals solely from the approximately 600 County managers and employees or will the vendor be required to include members of the public in the survey?

**Answer:** The initial survey will be administered to a representative group of County personnel who will be involved in the training and development initiative.

2. **Question** Will the post-training survey be administered to individuals solely from the approximately 600 County managers and employees or will the vendor be required to include members of the public in the survey? (Particularly, See Task 3 for post implementation survey reference)

**Answer:** The post-training survey is envisioned to be provided to members of the Public (persons with disabilities and those with Limited English Proficiency) to assess their service experience at the point of service

3. **Question** Is the vendor required to develop training workshops and web-based training resources to accommodate vision-impaired, hearing impaired and LEP?

**Answer:** The vendor will be able to utilize the Program Access Learning Management System/PALMS (current online internal ADA Program Access Training for County employees) to supplement other materials to be developed related to the provision of services to persons with disabilities and those with limited English proficiency

4. **Question** Is it acceptable for the web-based to be stand-alone or does it need to be compatible with Fulton County IT systems?

**Answer:** It is anticipated that the online training should be compatible with the County's SharePoint system to be used as a host platform.

**Question** If the latter what Fulton County systems will the web-based training need to be able to be compatible?

**Answer:** See answer to Q-4

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5. **Question** As referenced on page 3-3, is the vendor required to develop its web-based training to be compatible with the system used for "Program Access Day Management System" training?

**Answer:** See answer to Q-3

6. **Question** For compatibility purposes, has Fulton County identified acceptable/compatible software programs for:
- a. The survey and evaluation- **Answer:** In the past, the Office has used a survey tool developed in an Excel format or Survey Monkey
  - b. Web-based training- **Answer:** Currently the County's online training options use SharePoint as a platform. Additional information for this question will be sought from Information Technology.

### **ACKNOWLEDGEMENT OF ADDENDUM NO. #3**

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 Tuesday, April 26, 2016, 11:00 AM.**

This is to acknowledge receipt of Addendum No. 3, \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title