



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

**Winner 2000- 2006 Achievement of Excellence in Procurement Award
National Purchasing Institute**

Jerome Noble, Director



May 4, 2007

**Re: 07RFP92473YC, Food Management Services for the Fulton County
Jail**

Dear Proposers:

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

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

Sincerely,

Felicia Strong-Whitaker
Deputy Director, Purchasing

**07RFP92473YC, Food Management Services for the Fulton County Jail
Addendum No. 1
Page Two**

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

Responses to Questions:

1. Page 22 of 109; 3.1.2- # of copies: 1 original and 5 copies of Technical and Cost Proposal; 1 original and 1 copy of Financials; 1 original and 2 copies of Contract Compliance Forms.

Response: One (1) copy of the Financials should be submitted with the Technical Proposal marked "Original" and one (1) copy of the Financials in a separate sealed envelope marked "Financials".

2. Page 40 of 109 gives the outline for Proposal. Section 5 is titled Financials. Do you want 1 original and 5 as everything else or as state above. If so, where do we include the financials?

Response: Please see response to Question 1 above.

3. Delete Exhibit 1, Section 9, page 83 in its entirety and replace with the revised Exhibit 1 attached.

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30335 by the RFP due date and time **June 1, 2007, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, _____ day of
_____, 2007.

Legal Name of Bidder

Signature of Authorized Representative

Title

EXHIBIT 1

Required Proposal Submittal Check List for Request to Proposal (RFP)

The following submittals shall be completed and submitted with each proposal (see table below "Required Bid 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 ____ () **complete** copies of the Original Proposal including all required documents.

Item #	Required Bid Submittal Check List	Check (✓)
1	One (1) Proposal marked " Original ", ____ () copies	
2	Technical Proposal	
3	Cost Proposal (submitted in a separate sealed envelope)	
4	Acknowledgement of each Addendum	
5	Technical Evaluation Factors Executive Summary Qualifications of Key Personnel Relevant Project Experience Financial Information (1) Annual Report and financial statement for last 3 yrs, income statements, balance sheets, change in financial position. (2) Latest quarterly financial report, description of material, change in financial position since last the last annual report. (3) Most recent Dun & Bradstreet and/or Value Line Reports. (4) Documentation and discussion of the financial condition and capability of the Proposer(s). (5) Statement regarding Proposer's team filing for bankruptcy, insolvency, reorganization, receivership, moratorium, or assignment of benefits of creditors. Availability of Key Personnel Location of Firm	
6	Purchasing Forms Form A - Certification Regarding Debarment Form B - Non-Collusion Affidavit of Bidder/Offeror Form C - Certificate of Acceptance of RFP Requirements Form D - Disclosure Form & Questionnaire	
7	Office of Contract Compliance Requirements Exhibit A - Promise of Non-Discrimination Exhibit B - Employment Record Exhibit C - Schedule of Intended Subcontractor Utilization Exhibit D - Letter of Intent to Perform as Subcontractor Exhibit E - Declaration Regarding Subcontractor Practices Exhibit F - Joint Venture Disclosure Affidavit	

EXHIBIT 1

Required Proposal Submittal Check List for Request to Proposal (RFP)

	Exhibit G - Prime Contractor/Subcontractor Utilization Report Equal Business Opportunity Plan (EBO Plan)	
8	Risk Management Insurance Provisions Form	
9	<u>Any additional requirements that the User Department would like to include should be added to this check list.</u>	
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