



Fulton County, GA

Department of Purchasing & Contract Compliance

Cecil S. Moore, CPPO, CPPB, CPSM, C.P.M., A.P.P
Director

November 13, 2009

Re: 09ITB70664YB-TR Expanded Family Planning Services 2010

Dear Bidders:

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced Bid (ITB).

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

Sincerely,

Terrence Reese, CPPB

Terrence Reese, CPPB
Assistant Purchasing Agent

Winner 2000 - 2009 Achievement of Excellence in
Procurement Award • National Purchasing Institute



09ITB70664YB-TR Expanded Family Planning Services 2010

Addendum No. 1

Page Two

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

The following questions were posed of the aforementioned ITB project:

GENERAL QUESTIONS	
1	What is the total or estimated award that has been granted for the Expanded Family Planning Services program for 2010? What has been the total allotted bid awarded in previous years to other Bidders? WE ARE NOT PRIVY TO THAT INFORMATION; WE WANT YOU TO STATE HOW MUCH YOU CAN PERFORM THE BID FOR.
2	Is it required that the Main Office and/or Client Services office be located within Fulton County to be eligible for this Bid? YES
3	Can you confirm the targeted areas that this bid will support that are 150% below the poverty level? Is there recent data that supports the targets that we can clearly understand the potential volume to impact in client services and educational outreach? YES. THE CLIENT IS NOT TURNED AWAY BECAUSE OF INABILITY TO PAY, NO ID OR NO CONFIRMATION OF SALARIES IS REQUIRED FOR SERVICES.
4	Have there been other questions submitted by potential bidders? If so, can we get copies of the questions and the answers provided by the agency? YES
5	The Expanded Family Planning Services document notes all of the expected requirements but the Family Planning Program Guide speaks to grant requirements. Is the Program Guide referenced for the holistic understanding of Bidders to be aware of the Agency responsibilities or is it for the purpose of the Bidder to be responsible for all of the grant expectations? YES, THE BIDDER IS RESPONSIBLE FOR GRANT AND AGENCY RESPONSIBILITIES.
6	Is there a limit on the number of people to be served and how will you ascertain what we intend? THERE IS A MINIMUM OF 8,000 UNDUPLICATED CLIENTS PER YEAR RECEIVING INITIAL OR ANNUAL PHYSICAL VISITS. UNDUPLICATED IS DEFINED AS COUNTING EACH CLIENT ONLY ONCE PER FISCAL YEAR.

DOCUMENT & PAGE REFERENCE		SECTIONS	CLARIFICATION QUESTIONS
1	Page 4 <i>Expanded Family Planning Services Document</i>	Section1,#2	We understand that there is not required attendance at the Pre-Bid conference indicated. However, will there be a pre-bid conference made available for bidders that have an interest in participating in a conference in advance of submitting to this bid? If a pre-bid conference has already taken place is it possible to receive copies of the minutes? Questions and answers that may have been responded to during the meeting as well? THERE'S NO PRE-BID CONFERENCE FOR THE AFOREMENTIONED ITB PROJECT; HOWEVER, PLEASE FEEL FREE TO SUBMIT ANY QUESTIONS THAT YOU MAY HAVE.
2	Page 8	Section 1,#17	Has a date, time and location been determined for the Bid Opening? Will this information be communicated or published on Georgia Procurement Registry to all bid Submitters? THIS BID WILL BE OPENED AND READ ALOUD ON FRIDAY, NOVEMBER 20, 2009 @ 11:05 A.M. IN THE PURCHASING BID CONFERENCE ROOM LOCATED 130 PEACHTREE STREET, S.W., SUITE 1168 ATLANTA, GA 30303-3459.
3	Page 8	Section 1,#18, 1c	This statement notes that the designated project manager must be proficient in all aspects of contracted work. Does this imply that the Project Manager must also be responsible for rendering client services in addition to the administration of the holistic scope of work of this bid? Can additional insight be shared about the specific expectations of this requirement or examples if at all possible? YOU MUST FUND AT LEAST ONE CERTIFIED NURSE PRACTITIONER WITH THESE FUNDS. YOUR PROJECT MANAGER DOES NOT HAVE TO PROVIDE CLIENT SERVICES.
4	Page 9	#21, paragraph 2, sentence 2	We understand that this applies to the Bidder but does it also apply to Joint Ventures or Subcontractors as well? WITH THIS PARTICULAR BID, WE ARE NOT ASKING FOR A BID BOND, WE ARE ONLY ASKING THAT THE VENDOR PROVIDE AN INSURANCE CERTIFICATE AT THE

			APPROPRIATE TIME IF HE/SHE IS THE AWARDED VENDOR.
5	Page 9	#26	<p>We understand that a professional license is not required for this bid. However, since the Client Services portion of this bid will be supported by our Joint Venture are there any specific expectations that we should be mindful of? This is a group of Health Care professionals.</p> <p>ANYONE WHO IS PAID WITH THESE FUNDS MUST (1) PROVIDE SERVICES UNDER TITLE X GUIDELINES 100% OF THE TIME (2) CANNOT PERFORM TERMINATIONS AT THEIR FACILITY, (3) CANNOT BILL MEDICAID CLIENTS. ALSO, THE PROVIDER MUST DOCUMENT SERVICES ACCORDING TO TITLE X AND FAMILY PLANNING REQUIREMENTS. PROVIDERS MUST BE CERTIFIED AND MAINTAIN A CURRENT LICENSE IN THEIR PROFESSION. YOUR “JOINT VENTURES” MUST BE IN COMPLIANCE WITH TITLE X RULES AND REGULATIONS.</p>
6	Page 11	#25, 1&2	<p>As the Bidder, my organization staffs under 5 individuals currently, does this mean that I would be responsible for complying with #25? The same scenario applies to my Joint Venture as well? YES IT DOES, EFFECTIVE AS OF JULY 1, 2009 NO PUBLIC EMPLOYER SHALL ENTER INTO A CONTRACT FOR THE PHYSICAL PERFORMANCE OF SERVICES WITHIN THIS STATE UNLESS THE CONTRACTOR REGISTERS AND PARTICIPATES IN A FEDERAL WORK AUTHORIZATION PROGRAM TO VERIFY THE WORK ELIGIBILITY INFORMATION OF ALL NEW EMPLOYEES. ALSO, NO CONTRACTOR OR SUBCONTRACTOR WHO ENTERS INTO A CONTRACT WITH A PUBLIC EMPLOYER SHALL ENTER INTO SUCH A CONTRACT OR SUBCONTRACT IN CONNECTION WITH THE PHYSICAL PERFORMANCE OF SERVICES WITHIN THIS STATE UNLESS SUCH CONTRACTOR OR SUBCONTRACTOR</p>

			REGISTERS AND PARTICIPATES IN A FEDERAL WORK AUTHORIZATION PROGRAM TO VERIFY THE WORK ELIGIBILITY INFORMATION OF ALL NEW EMPLOYEES.
7	Page 14	Section K	What does F.O.B. mean? BASICALLY, IT MEANS THAT WHAT EVER PRICE YOU OFFER TO FULTON COUNTY FOR FAMILY PLANNING SERVICES, SHALL BE ALL INCLUSIVE AS IT PERTAINS TO PRICE. IN OTHER WORDS, YOUR PRICE SHALL INCLUDE EVERYTHING.
8	Pages 56-57	Section 5	Certificate of Insurance. Is it the expectation that a Certificate of Insurance be obtained for all parties involved? In our case the Bidder, Joint Venture and potentially Sub-Contractors? Or is this expectation for the Bidder only? YOUR JOINT VENTURE MUST SUBMIT AN INSURANCE CERTIFICATE.
9	Page 60	Section 6	Key Performance Indicators. Where is the County (Agency) in terms of meeting the existing benchmark? What specific % increase are you hoping to obtain in year 1 verses overall plan? WE ARE CURRENTLY AT 100% PRECENTILE FOR THIS QUARTER IN THE FISCAL YEAR. WE ARE TARGETING A 5% INCREASE IN SERVICES PROVIDED.
10	Page 60-61	Section 6	Family Planning Bullets 1-6. Are there a minimum and maximum number of people who can receive services through this bid? MINIMUM OF 8,000 UNDUPLICATED CLIENTS PER YEAR AND MAXIMUM OF 10,000 UNDUPLICATED CLIENTS PER YEAR
11	Page 62	Bullet #4	Funding Restrictions. This bullet notes "Administrative costs may not be charged to this program unless a cost allocation plan has been approved by the Program Director and Office of Financial Services." Does this include Administrative operating expenses of potential staff that may be hired in support of this project but are not directly utilized to support Client Services rendered but in managing administrative and auditing logistics of the holistic scope of work of this bid? STAFF WHO ARE PAID FROM THIS BUDGET MUST WORK 100% FAMILY PLANNING

12	Page 63		What is the established rate of pay for sterilization currently being utilized in the Expanded Family Planning Services program? N/A, THIS SERVICE IS REIMBURSED THROUGH THE STATE OFFICE.
13	Page 63		Key Performance Indicators. Notes a primary focus on women and teen girls but the deliverables focuses on both women and men of reproductive age. Which is the correct targeted focus? And are there specific focuses of care expected for men that can be confirmed in addition to the items that were generally highlighted on page 22 of the Program Guidelines for Project Grants for Family Planning Services document? SERVICES ARE PROVIDED TO ADOLESCENTS, WOMEN AND MEN
14	Page 63	#3	<p>Can you share additional clarification about the expectations around the minimum or maximum number of clients expected to be serviced during this contracted year? Page 63, #3 notes all clients must receive appropriate preventive health screening as required by Program Guidelines for Project Grants for Family Planning Services. However, the guidelines highlight the following for prospect clients for the various categories of preventive screening levels of care. Are there any additional expectations that we should be mindful of beyond the following categories to determine the correct total bid pricing for services rendered:</p> <ul style="list-style-type: none"> a. Female clients (Program Guideline 8.3 – page 19-23) <ul style="list-style-type: none"> i. Initial complete physical examination (what is classified as complete?) ii. Examination of the thyroid, heart, lungs, extremities, breasts, abdomen, pelvis, and rectum iii. Encourage use of health maintenance screening procedures – care and education of: <ul style="list-style-type: none"> 1. blood pressure evaluation 2. breast exam 3. pelvic exam including vulvae



			<p>evaluation and bimanual exam</p> <ol style="list-style-type: none"> 4. pap smear 5. colo-rectal cancer screening in individuals over 40 6. STD and HIV screening <p>b. Male clients</p> <ol style="list-style-type: none"> i. Blood pressure evaluation ii. Colo-rectal cancer screening in individuals over 40 iii. STD and HIV screening <p>c. Revisits for male or females – page 23 of the program guideline. Are there any limitations of the level of clinical care, counseling or educational information that are basic expectations of what is not covered under the Expanded Family Planning program?</p> <ol style="list-style-type: none"> d. Reproductive function in male clients e. Physical assessment female <p>THESE SERVICES ARE A MINIMUM. ADDITIONAL SERVICES WILL INCLUDE <u>TITLE X</u> MANDATES INCLUDING CLINICAL, EDUCATIONAL, COUNSELING AND OUTREACH.</p>
15	Page 63	Section 6 Deliverables 7 & 8	<p>Just for clarification as a Bidder and Joint Venture, is it the expectation of Fulton County for us to leverage relationships already established for contraceptive supplies through centralized purchasing? Once awarded this bid, can the Bidder or Joint Venture purchase supplies through the centralized purchasing department? Is it possible to get a listing of the current rates and supplies available? NO. THE STATE PROVIDES THIS SERVICE TO DISTRICT HEALTH DEPARTMENTS.</p>

ACKNOWLEDGEMENT OF ADDENDUM NO: 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the bid package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the ITB due date and time **Friday, November 20, 2009 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, 20th day of November, 2009.

Legal Name of Bidder

Signature of Authorized Representative

Title