



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

**Winner 2000- 2008 Achievement of Excellence in Procurement Award
National Purchasing Institute**

Cecil Moore, Director



August 8, 2011

**Re: 11ITB79548B-BR
Journals and Newspapers in Microform and 35MM Formats**

Dear proposers:

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced 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 cursive script that reads "Brian Richmond".

**Brian Richmond
Assistant Purchasing Agent**

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Formats
Addendum No. 1
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This Addendum forms a part of the contract documents and answers questions asked by interested vendors:

1. **Question:** We are preparing a quote for the County Library for periodicals in 35MM Microform and Microfiche. I also received the Fulton County bid documents from our periodicals department. The bid documents are rather lengthy and we do not have the resources right now to devote time to completing these forms. I am respectfully requesting a waiver from the bid process, especially since we filled out this information in past years and there are likely no other companies to bid on this type of work. Please let me know if you will allow us to submit a quote to the library without the formal bid documents.
Answer: All relevant bid documents must be filled out and submitted with your bid.

2. **Question:** We currently provide some of the solicited titles—the newspaper titles—to the Fulton County Library. In aggregate, these titles are sole source—available only from ProQuest. As an alternative to a full response to the ITB, is a sole source letter or response possible?
Answer: No, only a full response to the solicitation is acceptable, all relevant bid documents must be filled out and submitted with your bid.

3. **Question:** Are addenda to the ITB—including responses to these questions—to be directly e-mailed to recipients (as the original invitation was)? If not, can you advise on a procedure for accessing or receiving addenda? (For example, will they be made available on a website?)
Answer: All addendums are placed on the Fulton County website and State of Georgia website.

4. **Question:** List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required. **Answer:** These are found in the bid document.

5. **Question:** Information about the Tendering Procedure and Guidelines.
Answer: This information is found in the bid documents.

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6. Question: Estimated Budget for this Purchase? Answer: We do not have that information.

7. Question: Any Extension of Bidding Deadline? Answer: No.

8. Question: Any Addendum or Pre Bid meeting Minutes? Answer: All addendums will appear on the Fulton County and State of Georgia website.

9. Question: Names of countries that will be eligible to participate in this tender. Answer: A bid can be submitted by a company located in any country.

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 bid due date and time of Tuesday, August 23, 2011, **11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, _____ day of _____, 2011.

Legal Name of Bidder

Signature of Authorized Representative

Title