



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

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

Jerome Noble, Director



March 8, 2007

Re: 07RFP32699YC, Food Management for the Fulton County Jail

Dear Proposers:

Attached is one (1) copy of Addendum 2, 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

07RFP32699YC, Food Management for the Fulton County Jail
Addendum No. 2
Page Two

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

Responses to Questions:

1. We have been instructed by Contract Compliance at the pre-bid meeting during prior bids for the Fulton County Jail, that the subcontractors must complete Exhibit A: Promise of non-discrimination. Why are they not required to complete this form for this round of bidding?

Response: The prime contractor is responsible for getting all contract compliance forms completed by him as his subcontractor(s). Exhibit A and B should be completed by all vendors prime and subcontractor(s). Exhibits C, D, E, and F should be completed by the Prime Contractor. Exhibit "D" has to be completed by the prime contractor and signed by the prime and subcontractor(s).

2. Exhibit B on page 62 has a statement in the second sentence requiring that the Employment Report be completed by subcontractors, is that a true and current requirement?

Response: Yes, that is true, (please refer to the answer to question 1). The subcontractor(s) must complete Exhibit B.

3. Exhibit 1 on page 113 is a checklist of required submittals and item # 6 refers to the required purchasing forms, which includes a non-collusion affidavit (Form B) to be completed by subcontractor -- does this form need to be completed by the subcontractors?

Response: No, delete Exhibit 1 in its entirety and replace with Exhibit 1 attached to this addendum.

4. Referring again to Exhibit 1 on page 113, item # 6 -- there are discrepancies with the required purchasing forms as follows:
 - Form A - there is no form A included in the RFP documents
 - Form B - is mis-labeled Prime Bidder/Offer instead of Subcontractor
 - Form D - is actually the offeror's disclosure form and questionnaire in the RFP but is listed as the Georgia Utility Contractor License on page 113
 - Form E- the Certificate Regarding Debarment is listed as Form A in the RFP not E
 - Form F - there is no Corporate Certificate in the RFP documents
 - Form G - the Disclosure Form & Questionnaire is labeled form D not G in the RFP

In light of these discrepancies and the fact that a bidder could be deemed non-responsive if all items listed on Exhibit 1 are not submitted, could the county please provide a new Exhibit 1 and any missing forms?

Response: Delete Exhibit 1 in its entirety and replace with Exhibit 1 attached to this addendum. Purchasing Forms can be found in the RFP on the following pages:

Form A, pg 47

Form B, pg 51

Form C, pg 53

Form D, pg 54

- 5. Will an addendum with all vendor questions and county responses be issued to all bidders upon the deadline for questions?

Response: Any questions received will be responded to in accordance with Section 2.4 Clarification and Addenda of the RFP.

ACKNOWLEDGEMENT OF ADDENDUM NO. 2

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30335 by the RFP due date and time **March 14, 2007, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 2, _____ day of _____, 2007.

Legal Name of Bidder

Signature of Authorized Representative

Title

EXHIBIT 1

Required Proposal Submittal Check List for Request for 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 Request for Bid/Proposal 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 1

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

	Exhibit D - Letter of Intent to Perform as Subcontractor Exhibit E - Declaration Regarding Subcontractor Practices Exhibit F - Joint Venture Disclosure Affidavit Exhibit G - Prime Contractor/Subcontractor Utilization Report Equal Business Opportunity Plan (EBO Plan)	
8	Risk Management Insurance Provisions Form	