



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

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

Jerome Noble, Director



September 24, 2007

**Re: 07RFP57995C-BL
Comprehensive Nutritional Care Program**

Dear Proposer:

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced **Comprehensive Nutritional Care Program.**

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

Sincerely,

William E. Long, Jr., CPPB
Chief Assistant Purchasing Agent

07RFP57995C-BL
Comprehensive Nutritional Care Program
Addendum No. 2
Page Two

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

QUESTION: Upon reviewing the Comprehensive Nutritional Care RFP (07RFP57995C-BL), on page 3-22, 3.4, **SECTIONS 3 and 4** (Project Team Qualifications and Relevant Project Experience), these **two sections** are written for appraisal work. Do you have available what these two sections *should* be as it relates to nutrition services?

RESPONSE: *SECTION 3 & 4, are revised as follows:*

SECTION 3: PROJECT TEAM QUALIFICATIONS/QUALIFICAITONS OF KEY PERSONNEL [REQUIRED]:

- 1. Provide resumes for each of the key personnel proposed for this project with specific emphasis on the Project Manager.***
- 2. All proposed key personnel must have at least a minimum of three (3) years work experience in this type of contract work.***
- 3. The Project Manage must have a minimum of five (5) years experience in Nutritional Care Programs.***
- 4. Each resume should be limited to no more than three (3) pages per person and be organized according to the following:***
 - Name and Title***
 - Professional Background***
 - Current and Past Relevant Experience***
 - Relevant Training***
 - Courses completed during the past five (5) years***
 - Previous work experience related to Nutritional Care Programs in the State of Georgia***
 - Include two (2) references for each key personnel member on similar projects.***
 - Include the role and responsibilities that each key personnel member will perform on this project***

SECTION 4: RELEVANT PROJECT EXPERIENCE [REQUIRED]

In accordance with the minimum qualifications in section 1.4 of this RFP, identify three (3) projects where the Proposer has performed this type of service within the

past three (3) years. Such entities include cities, counties and/or state which provide Nutritional Care Programs. Limit your response to one (1) page per project; please provide the following information for each project:

- The name of the project, the owner, year performed and the project location.
- A description of the project.
- A reference, including a contact name, addresses and phone number. This reference should be the owner's staff member who was in charge of the project for the owner.

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 Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time, October 31, 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