



Fulton County, GA

Department of Purchasing & Contract Compliance

March 22, 2013

**Re: 13RFP87408B-BR
Professional Services for I.T. Disaster Recovery and Operational Continuity**

Dear Proposers:

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,

Brian Richmond
Assistant Purchasing Agent

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



13RFP87408B-BR

Professional Services for IT Disaster Recovery and Operational Continuity

Addendum No. 1

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This Addendum forms a part of the contract documents, it answers questions asked by interested vendors and **modifies** the original RFP documents as noted below:

1. **Question:** As we received the notification for this bid and in a process of submitting as well, we would like to know whether we can attend the 'Pre-bid Conference' on March 25, 2013 remotely, as we are based in Cleveland, OH.
Answer: Yes. The Pre-Proposal Conference is Monday, March 25, 2013 at 2:00 PM. **Any time after 2:00 PM** on the day of the conference, please follow the following procedure:
Dial 1-888-251-2909.
The system will inform you to enter an access code.
Enter the following: 2543522
You will then be connected to the teleconference system.
2. **Question:** Are you looking for on-site and cloud based services?
Answer: The County is seeking an on-site professional services team.
3. **Question:** The RFP mentioned county wide so how many locations are there?
Answer: The County has IT infrastructure installed in over 100 individual facilities.
4. **Question:** Do you have any idea of how many current servers/workstations are involved and how much data would need to be backed up?
Answer: Including VMs, the County is currently operating in excess of 500 servers. Approximately 6000 PCs are currently in use for various applications and functions. Data needing backup is in excess of 600TB.
5. **Question:** Do you need true business continuity such as live virtual spin up of a server if it were to fail or cloud based virtualization in case of a disaster?
Answer: Continuity for all critical applications and services is required.
6. **Question:** What type of environments would be involved?
Answer: x86, Windows, Linux, VMware, Oracle, OVM, blade server technology, etc... More comprehensive detail can be found within the RFP document.
7. **Question:** If we are not a registered vendor, can we still bid on this opportunity?
Answer: Yes.
8. **Question:** If the answer to the above question is yes, what is the advantage of being a registered vendor?
Answer: If your company was awarded a contract, in order for a purchase order to be issued to your company, your company would have to be register with Fulton County

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9. **Question:** Good morning sir. I am following this RFP sent to me and I am very interested. I do have one question. I see the RFP says the word “team” and unfortunately I am a solo practitioner that provides such services. I wanted to ask if this is still applicable to me – a single person?

Answer: The RFP states that Fulton County is looking for a team of individuals to provide a variety of skill sets and capabilities. It is suggested that Mr. Payne align himself with an organization that can make him part of a team that can respond appropriately.

10. **Question:** We are responding to RFP NO. 13RFP87408B-BR and were hoping to get the document in a MS Word copy. Are you able to send us that? **Answer:** No

Below are changes that are to be made to the specifications:

On the Table of Contents section, page TOC-iii, under **9.0 EXHIBITS:**

Please use the attached for Exhibit 1: Request for Proposal (RFP) Submittal Checklist

Please disregard Exhibit 2: Cost Proposal Summary

Section 3, Page 3-3, Section 3.3.1 “General”

In the second paragraph, the phrase “overall project management” should be changed to read “overall program management”.

Section 3, Page 3-3, Section 3.3.1.1 “Workplace Standards”

The phrase “seven days a week, twenty-five hours a day” should be changed to read “seven days a week, twenty-four hours a day”.

Section 3, Page 3-13, Section 10-Cost

The first sentence should be changed to read “The respondent with the lowest total cost will receive the full 25 points. For respondents with the second, third, fourth, etc., their total costs will be divided into the lowest cost and multiplied by 25, the total points allowed for cost.

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Addendum No. 1

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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 30303 by the RFP due date and time of **Tuesday, April 9, 2013, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, _____ day of _____, 20__.

Legal Name of Bidder

Signature of Authorized Representative

Title

Request to Proposal (RFP) Submittal Check List

The following submittals shall be completed and submitted with each proposal (see table below "Required Proposal 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 five (5) CD's as required in Section 3.1.2 of the RFP.

Item #	Required Proposal Submittal Check List	Check (✓)
1	One (1) Proposal marked " Original ", five (5) CD's	
2	*Form E: Georgia Security and Immigration Contractor Affidavit(s) and Agreements <i>Note: If prime contractor is a joint venture, partnership, LLC, each member of the entity must submit an affidavit</i>	
3	*Form F: Georgia Security and Immigration Subcontractor Affidavit (s)	
4	Technical Proposal	
5	Cost Proposal (submitted in a separate sealed envelope)	
6	Financial Information (submitted in a separate sealed envelope)	
7	Acknowledgement of each Addendum	
8	PURCHASING Items below should match information requested in the Technical Proposal Format and Content of Section 3 of the RFP Executive Summary Technical Approach/Detailed Work Plan Project Team Qualifications/Qualifications of Key Personnel Relevant Project Experience Proposer Financial Information Availability of Key Personnel Local Preference Disclosure Form and Questionnaire	
9	Purchasing Forms Form A: Certificate Regarding Debarment Form B: Non-Collusion Affidavit of Bidder/Offer or Form C: Certificate of Acceptance of Request Proposal requirements Form D: Disclosure Form & Questionnaire Form G: Professional License Form H: Local Preference Affidavit of Bidder/Offeror	
10	Office of Contract Compliance Requirements (separate envelope) 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 G: Prime Contractor/Subcontractor Utilization Report	

Request to Proposal (RFP) Submittal Check List

	Equal Business Opportunity Plan (EBO Plan) Exhibit H – First Source Jobs Program Information Form 1 Exhibit H – First Source Jobs Program Agreement Form 2	
	Evidence of Insurability, proposer must submit one (1) of the following: Letter from insurance carrier Certificate of Insurance An umbrella policy in excess of required limits for this project	
	Verify that Bidder/Proposer is registered w/Georgia Secretary of State and attach a copy of print out for each	
	Verify Georgia Utility License Number and attach a copy of print out for each Bidder/Proposer (If applicable)	
	Verify Professional License and attach a copy of the print out for each Bidder/Proposer (If applicable)	