



Fulton County, GA

# Department of Purchasing & Contract Compliance

December 21, 2012

**Re: 13RFP86393A-CC, Health Promotion Initiatives**

Dear Proposers:

Attached is one (1) copy of Addendum 3, 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,

*Cheryl Cochran*

Cheryl Cochran  
Chief Assistant Purchasing Agent

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



**13RFP86393A-CC, Health Promotion Initiatives**  
**Addendum No. 3**  
**Page Two**

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

The following changes are hereby made:

1. The due date for receipt of proposals is hereby changed to Thursday, January 3, 2013 in lieu of Thursday, December 27, 2012.
2. Page 5, **No. 1.4 SELECTION PROCESS**, paragraph 12 is revised by adding the following:

If a company receives the highest technical score in several activities proposed, only one award will be made to that company by selecting the highest technical score out of all activities that the company has proposed.
3. Page 9, Multi-Year Contract Term is changed as follows:
  - a. **Commencement Term**, lines two and three, 30<sup>th</sup> day of June, 2013 is deleted and replaced with 31<sup>st</sup> day of December 31, 2013
  - b. **Renewal Terms**, lines ten through thirteen, delete 1<sup>st</sup> day of July, 2013 and shall end no later than 30<sup>th</sup> day of June, 2014 and replace with 1<sup>st</sup> day of January 2014 and shall end no later than 31<sup>st</sup> day of December, 2014;

and,

delete, 1<sup>st</sup> day of July, 2014 and shall end 30<sup>th</sup> day of June, 2014 **and replace with** 1<sup>st</sup> day of January 2015 and shall end no later than 31<sup>st</sup> day of December, 2015;
4. Page 15, **2.29, SPECIAL INSTRUCTIONS**, paragraph 3 is added as follows:

The proposed total lump cost for the initial award (upon contract execution through December 31, 2013) on all activities listed on pages 17–21, should be submitted for a twelve month period, but will be prorated on a monthly basis upon execution of contract date. If the renewal option is exercised, the proposed total lump cost for the twelve-month period will be applied for each renewal year, unless otherwise changed by the vendor which would be an agreed upon price between the awardee(s) and Fulton County.
5. Responses To Questions are hereby added as an attachment to this addendum.

ACKNOWLEDGEMENT OF ADDENDUM NO. 3

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, **Thursday, January 3, 2013, 11:00 A.M. legal prevailing time.**

This is to acknowledge receipt of Addendum No. 3, \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Legal Name of Proposer

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

## Responses To Questions

1. Non-profit organizations do not have a corporate seal so how should the forms that require corporate seals be submitted?

**Response:** All forms in the RFP package that requires a corporate seal should be notarized, if your company does not have a corporate seal.

2. I would like to teleconference on the meeting today at 2:00pm. I am out of town however my schedule has been changed and I am available at 2:00pm.

**Response:** Addendum No. 2 changed the Pre-Proposal date and time to 10:00 AM Friday, December 14, 2012. Please check the website periodically to see if updated addendums have been issued prior to the due date of the proposal. I will send you the dial-in number approx. 30 minutes prior to the conference.

3. What is the phone number and access code please?

**Response:** I will send you the dial-in number approx. 30 minutes prior to the conference time.

4. I will be attending tomorrow's pre-proposal conference and will be representing the Morehouse School of Medicine Clinical Research Center. At your earliest convenience, please let me know where I can find an RFP packet.

**Response:** Go [www.fultoncountyga.gov](http://www.fultoncountyga.gov)  
Click Bid Opportunities  
Click Bid Opportunities again  
At top, click current RFP  
Scroll down for the RFP No. and click on the tablet to the left of the RFP No.  
Download RFP and all addendums

5. Should the 12 education sessions occur at each of the 4 site locations or are the 12 sessions divided amongst the 4 locations?

**Response:** The locations are only suggestions. Sometimes we might have to be in a convenient place where the people can attend these sessions. If you have other such locations, we are open to the suggestions.

6. Can you define a community health worker and the training required?

**Response:** A community health worker is one who from the community who has a basic understanding of the chronic disease prevention and is able to take the message to the community.

7. Is it required for teachers providing education to have the title of CDE and lifestyle coach? We have persons who are CDEs without the lifestyle coach certification. We also work with dieticians who do not have the CDE certification.

**Response:** The teachers do not have to have the title. CDE certification and life style coach is not mandatory. If the money is allotted towards training a lifestyle coach certification, leaves a sustainable change.

8. Can our target population include youth or does programming have to address seniors only?

**Response:** We are open to youth targets as well.

9. There may be only one Diabetes Educator in the Metro Atlanta area who is also a “Trained Lifestyle Coach” and she works for the CDC.

**Response:** We are looking for diabetes educators who have undergone training or have experience to outreach to the community members. Diabetes educator can be certified, can be an RN or a dietician.

10. The term Diabetes Educator is vague. Consider changing the qualification to read: “Certified Diabetes Educator or Registered Nurse or Registered Dietician who has completed the Emory Diabetes Educator Certificate Course.”

**Response:** We are looking for diabetes educators who have undergone training to outreach to the community members. Diabetes educator can be certified, can be an RN or a dietician.

11. Currently the Metro Atlanta YMCA is using Lifestyle Coaches to implement the 16-week National Diabetes Prevention Program in Fulton County; however these Coaches are not Diabetes Educators.

**Response:** We are not looking for diabetes educators who will be able to outreach to the community members and who have a curriculum in place with implementation and evaluation plan.

12. The CDC’s Diabetes Training and Technical Assistance Center has a two-day program in Atlanta to train Lifestyle Coaches for a cost of \$1,200.

**Response:** Thank you for the information. We are looking for diabetes educators who can outreach to the community with a good implementation plan. The plan can include a lifestyle coach training of a diabetes educator.

13. For the Diabetes Control portion of Activity 2, the 6-week Stanford Diabetes Self-Management Program is a peer-led evidence-based program which should be considered. The cost to be trained for this program is \$1600 per health professional and \$900 for a lay person with diabetes, plus airfare and hotel in California.

**Response:** Currently, we are interested in taking the diabetes prevention program activities to grass roots. There are several agencies offering SDSMP and we are partnering with them as well.

14. Based on a minimum of ten people per session for a 12-session lifestyle intervention program, there would need to be 240 sessions scheduled to serve 200 people in Fulton County. Is this possible to accomplish by June 30, 2013?

**Response:** We are open to innovative and creative methods to address diabetes morbidity and mortality in the community level. The sessions can be conducted across Fulton County in health centers, senior centers etc. The key is to get more people participate in the diabetes prevention program using creative recruitment methods. The outreach does not only entail these sessions but also can be a facilitation of a screening of diabetes movie, educational session / workshop. These activities should give the leverage to even reach more than 200 people for 2013.

15. I am writing to inquire if there will be an addendum to respond the questions posed by the attendees at the December 13, 2012 pre-proposal bid meeting in reference to bid no. 13RFP86393A-CC. In particular, I am inquiring about possible bid revisions for proposed deliverables, contract period and submission deadline extension etc. Your assistance in this matter is appreciated.

**Response:** An addendum will be sent shortly after 2:00 PM Thursday, December 20, 2012, the cut-off time and date for questions. I am waiting to see if any other questions will come in by the cut-off time for questions.

16. I attended your conference on the Health Promotions Initiatives for Dept. of Health Services and have been awaiting the update on the questions to the RFP that was promised by Monday. Have you posted the answers yet? If so, I have not received them so please send me a copy. If you haven't yet posted the answers please let me know when you plan to do so and if there will be an extension of time to deal with any changes.

FYI-- I have had nothing but problems accessing forms and registering as a vendor on your registration website and at the end it wouldn't allow me to open the RFA under Opportunities. Please ask your webmaster to debug the Vendor Registration website and [www.occfultoncountyga.com](http://www.occfultoncountyga.com) which is saying exception occurred and will not open for me to complete the minority business certification.

**Response:** An addendum will be sent shortly after 2:00 PM Thursday, December 20, 2012, the cut-off time and date for questions. I am waiting to see if any other questions will come in by the cut-off time for questions.

Please contact Keisha Massey at 404-612-1010 or [Keisha.massey@fultoncountyga.gov](mailto:Keisha.massey@fultoncountyga.gov) for vendor registration information.

17. A second question emerges from the first: According to the RFP 2.5 MULTIYEAR CONTRACT TERM, this RFP agreement ends June 30, 2013. Formation of the public-private management authority that we recommend would provide the necessary project structural "bridge" to accommodate desired farm production and Health Promotions Initiative legal framework conditions. As offered, the RFP Contract ends just at the peak of the fresh vegetable and fruit growing season in Georgia. Therefore, can the contract term for this RFP be adjusted to end June 30, 2014?

**Response:** Addendum No. 3 will be issued changing the term of the contract.

18. According to Section #3, Description of Activity @ Scope of Work, 3.3:

"The vendor will promote wellness by developing and implementing the most efficient and effective means of taking fresh food from farms in Georgia into targeted populations and communities in Fulton County while benefiting farmers with limited resources who need new and better-paying markets for their crops."

To this Responder's knowledge, this scope of work description herewith acknowledges the transformation of racial segregation policy in Black Belt Georgia agriculture local government, creating unprecedented local public/private partnership opportunities that meet regulatory authority obligations. So broad and unprecedented in Black Belt Georgia agriculture is this transformation, that the Responder seeks Fulton County protocol for announcing successful contractors to news media. It is no small coincidence that January 1, 2013 marks that Sesquicentennial Anniversary of the Emancipation Proclamation. It is no small coincidence that the innovative transformation of "new and better markets" in Black Belt Georgia agriculture comes within 15 days of the Birthday Celebration for Dr. Martin L. King, Jr. Nor is it a small coincidence that independently of this "Fulton County Health Promotion Initiative", the Responder contracted the services of a social media development company to attempt to take our Black Belt Georgia story viral, beginning January 1, 2013.

In sum, could the successful CFFD/Fulton County Health Promotions Initiative collaborate in the announcement of this historic business transformation event in Black Belt Georgia?

**Response:** May be discussed and agreed upon between the successful vendor and Fulton County.