



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

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



Felicia Strong-Whitaker, Director

July 21, 2015

Re: 15RFP06192015B-TR COUNTYWIDE POLICY REVIEW

Dear Proposers:

Attached is one (1) copy of Addendum 3, hereby made a part of the above referenced Proposal (RFP).

Except as provided herein, all terms and conditions in the **RFP** referenced above remain unchanged and in full force and effect.

Sincerely,

Terrence Reese

Terrence Reese
Assistant Purchasing Agent

15RFP06192015B-TR COUNTYWIDE POLICY REVIEW
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 questions were posed of the aforementioned RFP project:

QUESTION 1: I have a clarification to seek regarding the scope of work and the Departments/Divisions for which the review and revision of Policies and Procedures are required to be recommended and on approval needs to be amended.

I am referring to the Organization chart at <http://www.fultoncountyga.gov/organizational-values> which shows the different branches of Fulton County.

My understanding of the RFP is that Policies and Procedures of all Departments/Divisions under **County Manager** are to be considered for its reviews and recommendations. To name these Departments/Divisions, I am enumerating them for clarification and its correctness

1. **Deputy County Manager Municipal Service:** Police, Fire, Parks and Recreation, Public Works/General Services, Planning and General Services and 911 Comm.
2. **Deputy County Manager Health and Human Services:** Health Services, Housing and Comm. Dev. Aging and Youth and Library Arts and Culture.
3. **Asst. County Manager:** Justice System, Tax Assessor, Registration and Elections and Tax Commissioner.
4. **Asst. County Manager:** Personnel, Purchasing, Information Technology and Finance.
5. **Asst. to County Manager:** Office of Diversity & Civil Rights Compliance, AFCEMA, Economic Dev., Ryan White, Child Attorney and Contract Compliance
6. **External Affairs**

Do we need to include

1. **Board of Tax Assessors**
2. **Board of Reg. & Elections**
3. **Tax Commissioner and**
4. **Justice System**

ANSWER 1: Yes. You should include the Tax Assessors; Board of Registration and Elections; Tax Commissioner; and Justice System. The county will accept recommendations on completing this project in phases.

QUESTION 2: Timeline of RFP proposals and award acceptance do not match up with deliverables. Will the deliverables be changed?

ANSWER 2: Yes. They will be based on the date of the Notice to Proceed.

QUESTION 3: How many departments?

ANSWER 3: The County has 38 departments.

QUESTION 4: How many procedures?

ANSWER 4: Unknown

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 Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time **Tuesday, August 4, 2015 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 3, _____ day of _____, 2015.

Legal Name of Bidder

Signature of Authorized Representative

Title