



**DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE**

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

**Jerome Noble, Director**



December 19, 2008

**Re: Bid# 09ITB12346B-BR  
Unprocessed Materials**

Dear bidders:

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

**09ITB12346B-BR Unprocessed Materials**  
**Addendum No. 1**  
**Page Two**

This Addendum forms a part of the contract documents and answers questions posed by interested vendors:

**Question:** On page 21 the bid is asking for a Dollar Amount to be submitted. How do you want the response to appear? No pricing is required in the bid. **Answer:** The base bid amount can be calculated based on the information given on page five (5) under the heading Scope of Work Summary. The base bid amount is the vendors guess at what the dollar amount the vendor will need to fulfill the contract for one year, given the prices you enter on page 137.

**Question:** On page 16 #W, the bid is asking for (3) written references documenting the successful completion of bids or contracts to be included in package for this type of service. Do you want written references from previous companies in which we have provided the same service? **Answer:** Bidder response should include the name, address, telephone number, and contact for the reference.

**Question:** Do we need to complete Page 27? **Answer:** No, completing page 27 is not required.

**Question:** Do we need to complete Page 36 & 39 if we will be the Prime Contractor? **Answer:** The prime contractor will fill out page 36. If you have subcontractors, they will fill out page 39.

**Question:** What is EEV/ Basic Pilot Program User ID#? **Answer:** When a company registers with the E-Verify program run by the **U.S. Citizenship and Immigration Services Bureau**, that company is given a EEV number. The company can find their EEV number by going to the **U.S. Citizenship and Immigration Services Bureau's website** and logging into E-Verify and find their EEV Basic Pilot Program User Identification Number under "Maintain Company".

**Question:** Do you need a set of five (5) copies for the Required Forms Exhibit A through F or (1) set for the original bid? **Answer:** We will need the five copies.

**Question:** Page 62 #C Order Status. The bid is asking for the respondent to provide a sample status report as part of respondent's proposal and provide definitions for all status codes. Are you asking for the monthly report indicating the status on the orders? **Answer:** Yes we are asking for a monthly report indicating the status of titles ordered. If the vendor use codes to represent the status of materials (cancelled, backordered, etc.), this should be provided.

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 Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the ITB due date and time Tuesday, December 30, 2008, 11:00 A.M.

This is to acknowledge receipt of Addendum No. 1, \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Legal Name of Bidder

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

\_\_\_\_\_  
Title