

July 1, 2019

TO: ALL BIDDERS UNDER ITB NO. 19-101126

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia

ADDENDUM NO. 2

Invitation to Bid (ITB) No. 19-101126 In-Homes Services for Seniors” is hereby modified as follows:

1. The bid closing date has been extended until Friday, July 5, 2019 at 3:00 p.m.
2. Minimum Specifications, subsection I., C., is hereby deleted and replaced with “Bidding team must have a minimum of four (4) years of experience within the last ten (10) years of providing in-home services to a municipality/city/county. **The bidding team shall provide a minimum of 3 professional references supporting their years of experience using the Reference and Release Form attached hereto.**”
3. We have received questions pertaining to this ITB. The questions and their resulting answer appear below:
 - A. Do you need 8-24 hour shift for certified nurses or Companionship Services assistance?
Answer: 8-24 hour shifts are not included in the services solicited in this ITB. Companionship services are not required.
 - B. The food services will it be required breakfast, lunch and dinner for the senior daily.
Answer: All of our HDM clients receive frozen meals so meal prep would not be necessary. The CNA may need to assist the senior in heating the meal(s) in the microwave.
 - C. How many seniors are we talking about that needs these services?
Answer: For this solicitation, we are looking for a vendor that has the capacity to provide in-home services to at least 60-70 seniors.
 - D. What certified documentation do you need from my company to be qualified for this bid?
Answer: In addition to licenses issued by the State of Georgia to operate as a Private Home Care Provider, vendor(s) must submit a current copy of their Business License and Certificate of Insurance (COI) Form.
 - E. After the bid is closed, when will this contract start?
Answer: Barring unforeseen issues, within 90 days after the Bid Opening date.
 - F. Is this Bid to replace a current vendor or will it be all new seniors to be taken care of?
Answer: This is an ITB to only provide services to seniors from a prior vendor.
 - G. If it is to replace a current vendor, will we have the opportunity to possibly transition the existing CNA’s to our company?

Answer: That is something that the awarded vendor(s) would have to discuss with the other vendor.

H. We would like to request an extension on the Bid due date of June 27th. This will give us more time to establish a relationship with a DeKalb First LSBE vendor to try and partner with.

Answer: Bids are due July 5, 2019.

I. Can you give some details on the First Source Registry, specifically how many Certified Nursing Assistants, (CNA's) are on the registry?

Answer: There are 32 CNA's listed on the registry.

J. Does this require the use of CNA's only? Can PCA's be utilized? (Personal Care Assistants)

Answer: This ITB requires the use of CNA's (Certified Nursing Assistants) only.

K. Bidding team must have a minimum of five years of experience with the last ten years of providing these services to a municipality/city/county the size of DeKalb? If this is an absolute requirement, then I will be consider non-responsive? Home Instead Senior Care has served in DeKalb county for about 23 years, however, not with the three entities you require. Does the fact that we service underserved people on Medicaid or the Veterans Administration hold any weight on this?

Answer: Refer to No. 2.

4. All other conditions remain in full force and effect.

5. It is the responsibility of each bidder to ensure that he/she is aware of all addenda issued under this ITB. Please sign and return this addendum.

Kyheem Bristol
Procurement Agent
Department of Purchasing and Contracting

ACKNOWLEDGEMENT

Date

The above Addendum is hereby acknowledged:

(Name of Bidder)

(Signature)

(Title)

KB