

**May 27, 2020**

**TO:** All Bidders under RFQ No. 20-300163 Service for Inspire Family Treatment  
**FROM:** Department of Purchasing and Contracting, DeKalb County, Georgia

**ADDENDUM NO. # 1**

Request for Quote (RFQ) No.: 20- 300163 Service for Inspire Family Treatment, is hereby amended as follows:

1. The following questions regarding this solicitation were received and the answers are provided in italics below.

a. Question: Will the bidder be given an opportunity to obtain the required training and hire staff or should it already be in place?

*Answer: Bidders must already be trained in the requested evidence-based programs and provide proof of certification.*

b. Question: The administrative cost: is this a cost for the vendor or county? Also, if this is my cost, what is allowable to include in the quote under this category?

*Answer: Administrative costs would include those items outside of the per session rate such as program supplies, books needed for the program, etc. All administrative costs are subject to review and approval by the funding agency.*

c. Question: Are there forms to complete?

*Answer: Yes, Attachment B - qualifications & experience; Attachment C - price schedule; Attachment D - bidder contact information; Attachment E - reference form and reference form and reference check release statement; Attachment F - contractor affidavit.*

d. Question: I received a bid notice for Juvenile Court's inspire program. Links attached didn't allow opportunity to make a bid. Please advise

***Answer: The link provides access the RFQ. The bidder must complete and submit the all attached forms via email to ldwalters@dekalbcountyga.gov.***

e. Question: with what is happening with COVID-19, if I am unable to get the required forms notarized am I still allowed to bid? (i.e. unable to enter banks, etc.)

***Answer: The solicitation is open to the public and all are allowed to submit a quote.***

f. Question: I noticed that this bid did not have a mandatory pre-bid meeting. I wanted to confirm it with you.

***Answer: Correct, there is no mandatory pre-bid meeting.***

2. It is the responsibility of each bidder to ensure all awareness of all addenda issued under this RFQ. Please sign and return this addendum. You may call L. Deneen Walters, Procurement Agent at (404) 687- 3558 before the bids are due to confirm the number of addenda issued.

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

***L. Deneen Walters***  
Procurement Agent  
Department of Purchasing and Contracting

#### ACKNOWLEDGMENT

Date: \_\_\_\_\_

The above Addendum is hereby acknowledged:

\_\_\_\_\_  
(NAME OF BIDDER)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)