

August 17, 2020

**TO:** All Bidders under **RFP No. 20-500554, Phone Interpreter Services**

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

**ADDENDUM NO. # 1**

**Request for Proposals (RFP) No.: RFP No. 20-500554, Phone Interpreter Services** is hereby amended as follows:

1. Correction: Refer to Cover Page, Page 1 of the RFP document. The **Mandatory Dekalb First LSBE Meeting dates are: August 19, 2020 and August 26, 2020.**
2. **DELETE:** Page 12 of the solicitation  
**INSERT:** Revised Page 12, attached hereto.
3. It is the responsibility of each bidder to ensure that he/she is aware of all addenda issued under this RFP. Please sign and return this addendum. You may contact Lola Awonusi, Procurement Technician, at [oawonusi@dekalbcountyga.gov](mailto:oawonusi@dekalbcountyga.gov) before the proposals are due to confirm the number of addenda issued.
4. All other conditions remain in full force and effect.



Omolola Awonusi (Aug 17, 2020 13:18 EDT)

Lola Awonusi  
Procurement Technician  
Department of Purchasing and Contracting



Delois Robinson (Aug 17, 2020 13:25 EDT)

**ACKNOWLEDGMENT**  
**RFP No. 20-500554, Phone Interpreter Services**

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

The above Addendum #1 is hereby acknowledged:

\_\_\_\_\_  
(NAME OF FIRM)

\_\_\_\_\_  
(Name and Signature)

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

Purchasing and Contracting Department, Maloof Administration Building ▪ 1300 Commerce Drive, 2<sup>nd</sup> Floor ▪  
Decatur, Georgia 30030 ▪  
404-371-7051 Office ▪ 404-371-7006 Fax  
Website: [www.dekalbcountyga.gov](http://www.dekalbcountyga.gov)

the control of the Contractor, including but not limited to those kept by the Contractor's employees, agents, assigns, successors and subcontractors. The County also has the right to communicate with Contractor's employees related to the audited records.

The Contractor shall maintain such books and records, together with such supporting or underlying documents and materials, for the duration of this contract and for seven (7) years after termination or expiration, including any and all renewals thereof. The books and records, together with supporting documents and materials shall be made available, upon request to the County or its designee, during normal business hours at the Contractor's office or place of business. In the event that no such location is available, then the books, records, and supporting documents shall be made available for audit at a time and location which is convenient for the County.

### **M. Cooperative Procurement**

The County through the Department of Purchasing and Contracting may permit piggybacks to this contract from other city, county, local authority, agency, or board of education if the vendor will extend the same prices, terms, and conditions to the city. Piggybacking shall only be available where competition was used to secure the contract and only for a period of 12-months following entry, renewal or extension of the contract. This provision shall not apply to any contract where otherwise prohibited or mandated by state law.

## **VI. AWARD OF CONTRACT**

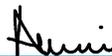
An evaluation committee will review and rate all proposals and shall determine if interviews are necessary.

If interviews are conducted, firms will be scheduled for an oral presentation to the evaluation committee, not to exceed one hour's duration, to respond to questions from the evaluation committee relevant to the firm's proposal.

The evaluation committee will make its recommendation for award to the DeKalb County Board of Commissioners, who will make the final decision as to award of contract.

**THE COUNTY RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS, TO WAIVE INFORMALITIES, AND TO RE-ADVERTISE.**

Sincerely,



Omolola Awonusi (Aug 17, 2020 13:18 EDT)

Lola O. Awonusi  
Procurement Technician  
Department of Purchasing and Contracting