

August 26, 2020

TO: All Responders Under RFP No. 20-500549, DeKalb Police Promotional Selection & Testing Process Services (Multi-Year)

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

ADDENDUM NO. # 1

Request For Proposal (RFP) No. 20-500549, *DeKalb Police Promotional Selection & Testing Process Services (Multi-Year)*, is hereby amended as follows:

1. **DELETE:** Page 17, Attachment B, Proposal Cover Sheet, in the solicitation.
REPLACE WITH: Page 17, CORRECTED, Attachment B, Proposal Cover Sheet, attached hereto.
Note: The Proposal Opening date has been corrected to “September 17, 2020 until 3:00 p.m. (EST)” to match proposal opening dates throughout the solicitation.
2. REMINDER: The Cost Proposal (pages 14-16) must be submitted in a separate, sealed envelope with the responder’s name and “Cost Proposal for Request For Proposal No. 20-500549, DEKALB POLICE PROMOTIONAL SELECTION & TESTING PROCESS SERVICES” on the outside of the envelope.
3. It is the responsibility of each responder to ensure that he is aware of all addenda issued under this RFP. Please sign and return this addendum. You may email Michele L. Smith, Procurement Agent, at mlsmith1@dekalbcountyga.gov before the proposals are due to confirm the number of addenda issued.
4. All other conditions remain in full force and effect.

Michele L. Smith
Procurement Agent
Department of Purchasing and Contracting

DR/mls

ACKNOWLEDGMENT

Date: _____

The above Addendum No. 1 is hereby acknowledged:

(NAME OF RESPONDER)

(Signature)

(Title)

CORRECTED

ATTACHMENT B

PROPOSAL COVER SHEET

NOTE: Read all instructions, conditions and specifications in detail before completing this Request for Proposal.

Please complete and include this cover sheet with your technical proposal.

Company Name		Federal Tax ID#	
Complete Primary Address	County	Complete Primary Address	County
Mailing Address (if different)	City	Mailing Address (if different)	City
Contact Person Name and Title	Telephone Number (include area code)		
Email Address	Fax Number (include area code)		
Company Website Address	Type of Organization (check one) <input type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture <input type="checkbox"/> Proprietorship <input type="checkbox"/> Government		
<p>Proposals for RFP 20-500549 DEKALB POLICE PROMOTIONAL SELECTION & TESTING PROCESS SERVICES described herein will be received in the Purchasing & Contracting Department, Room 2nd Floor, The Maloof Center, 1300 Commerce Drive, Decatur, Georgia 30030 on September 17, 2020 until 3:00 p.m. (EST). Proposals shall be marked in accordance with the RFP, Section IV.(B.).</p> <p>CAUTION: The Decatur Postmaster will not deliver certified or Special Delivery Mail to specific addresses within DeKalb County Government. When sending proposals or time sensitive documents, you may want to consider a courier that will deliver to specific addresses.</p>			
Proposal Cover Sheet should be signed by a representative of Proposer with the authority to bind Proposer to all terms, conditions, services, and financial responsibilities in the submitted Proposal.			
Authorized Representative Signature(s)		Title(s)	
Type or Print Name(s)		Date	