

April 3, 2019

TO: All Bidders under Invitation to Bid No. 19-101094

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

ADDENDUM NO. 2

Invitation to Bid (ITB) No. 19-101094, *Career-Based Training Services for Youth – WIOA (Multiyear Contract with One (1) Option to Renew)*, is hereby amended as follows:

1. We have received questions pertaining to this ITB. The questions and their resulting answers appear below:

1.	Question:	<i>“On page 42, Price Schedule, is the Administrative Fee per Session for the Workshop Session or Individual Coaching Session?”</i>
	Answer:	The Administrative Fee per Session applies to each session, both the Workshop Session and Individual Coaching Session. The selected Contractor is required to actively monitor, document and report the progress of each participant after each session (see II. Training Services, C. Administrative/Other as provided for each Option/Training Service), whether it be a workshop or coaching session. Therefore, this fee may be applied per person and for each session for which this requirement is fulfilled.
2.	Request for Clarification:	<i>“On page 37, is the maximum workshop session attendance 20 or 30?”</i>
	Answer:	A minimum of fifteen (15) or a maximum of twenty (20) WIOA youth participants should be in attendance per workshop session.

2. It is the responsibility of each bidder to ensure that he or she is aware of all addenda issued under this ITB. Please sign and return this addendum. You may call Crystal Creekmore, Senior Procurement Agent, at (404) 371-2710 before the bids are due to confirm the number of addenda issued.
3. All other conditions remain in full force and effect.

Crystal Creekmore, MBA, CPPB
Senior Procurement Agent
Department of Purchasing and Contracting

CA

CC:cgh

ACKNOWLEDGEMENT

Date: _____

Addendum No. 2 is hereby acknowledged:

(Company Name)

(Printed Name of Bidder's Authorized Signer)

(Signature of Bidder's Authorized Signer)

(Title)