

CHATHAM COUNTY PURCHASING DEPARTMENT

ADDENDUM NO. 3 TO RFP #15-0047-7

**FOR: PROFESSIONAL DEVELOPMENT SERVICES**

**PLEASE SEE THE FOLLOWING ADDITIONS, CLARIFICATIONS AND/OR CHANGES:**

1. **Question:** Is the County seeking a leadership development program or training?  
**Response:** The County is seeking leadership development training.
2. **Question:** How many supervisors and managers are expected to complete the leadership development training/program? How many cohorts does Chatham County anticipate?  
**Response:** The County anticipates 15 participants in the first cohort and we have not yet determined how many cohorts there will be or the total number of participants.
3. **Question:** Ref. Section 5.2 – Scope of Services - How does the County interpret, “Have knowledge of local government?” Does this mean knowledge and experience working with local governments in general? Or specifically knowledge and experience with Chatham County?  
**Response:** The proposer should have knowledge and experience working with local governments in general, not with Chatham County specifically.
4. **Question:** What is the anticipated budget for this project?  
**Response:** The County has not firmly established a budget.
5. **Question:** In order to be awarded the MWBE participation points, does the firm have to be “local”?  
**Response:** One does not have to be “local” in order to be awarded participation points. However, you should provide the County proof or documentation that your firm has gone through the certification process to receive your MWBE status with another governmental agency.
6. **Question:** Are there page limits for either the technical proposal or the business proposal?  
**Response:** There are no page limits on the proposals. As stated in the Request for Proposal, responses should be complete and presented in a clear and concise fashion.
7. **Question:** Must all sub contractors listed have the SUBCONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(3) on page D-2 notarized as part of the proposal? If a sub-contractor is unable to have it notarized for this portion of the proposal does it exclude the subcontractor going forward?  
**Response:** The Subcontractor Affidavit D-2 must be completed prior to award, but should not preclude a proposer from submitting a proposal.

**PROPOSAL DUE DATE REMAINS 5:00 PM,  
JULY 9, 2015.**

**PROPOSER IS RESPONSIBLE FOR MAKING THE NECESSARY CHANGES.**

June 22, 2015

DATE

  
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MARGARET H. JOYNER  
PURCHASING AGENT  
CHATHAM COUNTY