



PURCHASING DEPARTMENT  
1772 County Services Parkway  
Marietta, Georgia 30008-4012  
(770) 528-8400/FAX (770) 528-1154

Mark Kohntopp  
INTERIM DIRECTOR

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**ADDENDUM No. 1**

**Sealed Bid # 12-5641  
Annual Contract  
Microfilming Services  
Cobb County Records Management**

**DATE: February 15, 2012**

Page 1 of 2

The following addendum hereby amends and/or modifies the Proposal Documents and specifications as originally issued for this project. All proposers are subject to the provisions of this Addendum.

**Proposers shall acknowledge receipt of this addendum.**  
Include this original form inside your proposal package.

**This Addendum consists of:**

- **Questions submitted in writing**

**All bids must be received before 12:00 (noon) by the Bid Opening date. Bids shall be delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008.**

**Electronic / faxed bid response will not be considered.**

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**I acknowledge that I have received Addendum No.**

**Sealed Bid # 12-5641  
Annual Contract  
Microfilming Services  
Cobb County Records Management**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Sent to Purchasing

\_\_\_\_\_  
Please Print Name

Please sign, date, and return this form ONLY to:  
Cobb County Purchasing Department  
Fax #: 770-528-1154  
E-Mail: [purchasing@cobbcounty.org](mailto:purchasing@cobbcounty.org)

Please note: The deadline for questions is: **February 14, 2012** by 5:00 pm  
Any questions received after this deadline will not be considered.

Addendum 1 – Dated February 14, 2012  
Sealed Bid # 12-5641  
Annual Contract – Microfilm Services

Question: We are a certified FBE printing, scanning, archiving company located in Atlanta I just have a few questions for you. We don't do the microfilm process it's been outdated we convert the microfilm amateur cards to digital files also we do a lot in the city as far as archiving large and small format documents to digital formats. Since it is an outdated process we can only do parts of the bid is it still OK to bid on the job? And if it is can you add us to the bidders list for 12-5641 and can we receive a copy of the bidder's lists for 12-5641?

Answer: No, you will not be able to do parts of the bid. The Purchasing division will add you to the bidder's list for 12-5641 and also provide you with a copy of the bidder's lists for 12-5641.

Question: Can you provide a good faith estimate of the volumes?

Answer: Approximately 148 boxes of records.

Question: Are the images to be scanned the same as the documents that need to be microfilmed including Blue Prints?

Answer: Yes.

Question: Is "Create CD from scanned images" Per CD

Answer: Yes.

Question: Is "Create CD from Microfilm Images" Per CD?

Answer: Yes.

FirstName	LastName	Company	Address1	Address2	City	State	PostalCode	WorkPhone	FaxPhone
Rick	Kennedy	BMI of Atlanta, Inc.	465 Maltbie Street Ste 104	rkennedy@browardmicrofilm.com;	Lawrenceville	GA	30045	678-985-8665	678-985-7955
Fred	Gorton	BPO Services	2750 Crestwood Blvd.	<a href="mailto:fgorton@ibml.com">fgorton@ibml.com</a> ;	Birmingham,	AL	35210	770-668-6561	205-314-1833
Allan	Brenner	Brenner Enterprises		<a href="mailto:allbrenner@bcglobal.net">allbrenner@bcglobal.net</a> ;				916-608-0711	916-608-0710
Bobby	Meadows	HiTech Specialists	2992 Normandy Ridge	<a href="mailto:Bobby.meadows@hitechspecialists.com">Bobby.meadows@hitechspecialists.com</a> ;	Lawrenceville	GA	30044	678-735-9681	404-795-0916
Terry	Borovitcky	Layton Graphics, Inc.	155 Woolco Drive	borovitcky@aol.com;	Marietta,	GA	30062	770-973-4312	800-367-8192
Peggy	Withrow	Tommy Nobis Systems, Inc.	1480 Bells Ferry Rd.	<a href="mailto:peggyw@tommynobiscenter.org">peggyw@tommynobiscenter.org</a>	Marietta,	GA	30066	770-427-9000	770-7421-7744