



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

Mark Kohntopp
INTERIM DIRECTOR

ADDENDUM No. 1

**Sealed Bid # 10-5518
Request for Proposal
Detention Facility Maintenance and Repair
Jail High Security Locking System**

DATE: September 3, 2010

Page 1 of 6

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:

- **Minutes of the August 24, 2010 Pre-Proposal Conference**
- **Questions submitted in writing**
- **Attachment A – Hardware and Equipment List**
- **Attachment B – Repair Parts List**
- **Pre-Proposal Meeting attendee List**

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.

I acknowledge that I have received Addendum No. 1

**Sealed Bid # 10-5518
Request for Proposal
Detention Facility Maintenance and Repair
Jail High Security Locking System**

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

Please note: The deadline for questions is: August 31, 2010 by 5:00 pm
Any questions received after this deadline will not be considered.

Addendum 1
Cobb County Sealed Bid # 10-5518
Cobb County Sheriff's Office
Detention Facilities Maintenance & Repair
Jail High Security Locking System
Minutes of August 24, 2010
Pre-Bid Conference

Location: Multipurpose Room, Cobb County Adult Work Release Facility

Individuals Attending the Meeting: See attached sign-in list

Purpose: The purpose of the Pre-Bid Conference was to provide information concerning the maintenance and repair services for the Jail High Security Locking Systems to prospective vendors, bid procedures, Detention Facilities expectations, tour the facility, and discuss the process for asking questions.

General Discussion: The opening remarks provided an overview of the Detention Facilities to include the description of the eight buildings included in the bid. The Request for Proposal is an aggressive but straightforward document outlining specific requirements for maintenance and repair services of the facilities high security locking systems. Strict compliance was emphasized and it was re-iterated that any exception to the requirements would have to be fully documented and justified in the vendors bid response. The selection will be comprised of the criteria listed under the Proposal Evaluation and Selection Process beginning on page 9 of the RFP. Vendors were reminded of the Bond requirements; Bid Bond on page 14 and Bond Performance & Labor & Material Payment Bond on page 14. Prospective vendors need to consider and understand the security requirements and disciplinary issues impacting maintenance service operations within a detention facility of this size. Vendor's employees will be thoroughly screened and must comply with Cobb County Adult Detention Facilities Policies and Procedures.

It was stressed that maintenance of the Facilities High Security Locking Systems is a critical mission and that the Sheriff's Office wants to ensure a safe and secure environment for inmates and staff personnel. This agency is committed to working with the successful vendor to provide smooth maintenance operations and resolve any issues that may be identified during the contractual period. We emphasize the importance of staffing requirements in order to successfully accomplish this critical mission.

Vendors were informed that special attention was required concerning the bid submission and that compliance with submission deadlines was mandatory. Care must be taken by vendors to ensure that bid packages arrive sealed with an original and seven copies plus a bid bond. All questions must be documented, in writing, and sent to Cobb County Purchasing Department no later than 05:00pm on August 31, 2010. All bids must be received by the Purchasing Department no later than 12:00pm on September 9, 2010. Prospective vendors may request an appointment through the Purchasing Department to view all accepted bid proposals per the open records provision after the bid has been awarded. The vendors toured the facility and were advised to schedule an appointment to conduct a more detailed site inspection. The request must be requested 24 hours in advance with Rich McFall at (770) 841-3208.

Addendum 1
Cobb County Sealed Bid # 10-5518
Cobb County Sheriff's Office
Detention Facilities Maintenance & Repair
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Pre-Bid Conference

Questions and Answers:

Question 1: Under the specification there is a minimum (5) five year requirement of experience for Ademco, Napco, Moose, Firelite and Silent Knight panels. We previously owned another company from 1998 – 2004 under the name of LockTech, Inc. which did service all the specified panels. However, under our new company, R.S. Griffin, Inc. established in 2005 we have not serviced all the panels. Can we still qualify since it is the same owners and do have the experience? (R.S Griffin Security Locksmiths)

Answer: Yes, but don't see the specific specification you site in RFP concerning panels, but firms can provide documentation to show service experience and vendors must meet the following provisions of the RFP: specification of Part I – Special Instructions and Conditions: 6) Conditions. K. Current Customers: Contracts shall submit, with their proposal, a list of at least five (5) current customers for whom they provide High Security Locking Maintenance service in detention facilities of similar size, The list shall contain a contact person's name, address, contact number and e-mail address along with a brief description of the size and scope of this project. 6) Conditions. I. Contractors are required to provide written confirmation from the manufactures, that they are an authorized contractor / distributor (to include maintenance/service) prior to contract award. Vendors must comply with Part III – Service to be Performed, B. Contractor Qualification and Proposal Requirements: 1) Be a Detention Equipment Maintenance and Repair contractor, with a proven experience in maintenance comparable installations of this size, type and scope with the last ten (10) years.

Question 2: Regarding bid #10-5518, it was mentioned at the walk through that a list of detention lock repair parts would be provided for pricing. Is that list available, and if not will it be in an addendum tomorrow 9/1? (Cornerstone Institutional, LLC)

Answer: Attachment's "A" – Hardware and Equipment List and "B" – Repair Parts List will be provided. The Sheriff's Office Maintenance Department is verifying the information and will be published with the next Addendum.

Closing: The vendors were informed to document and submit any additional questions as outlined in the published Request For Proposal to Purchasing Department no later than 05:00pm on August 31, 2010. All bid proposals must include a bid bond or certified check in accordance with page 14.

ATTACHMENT A – HARDWARE AND EQUIPMENT LIST:

Detention Facility

Hardware and Equipment Manufacture Quantity

Renovated Detention Facility (New Side)

Folger-Adams, Brinks and Southern Steel. There is also 2 Adtek locks.

Original Detention Facility (Old Side)

Work Deployment Facility

airtech

Annex Facility-

Mainly all Folger-Adams

Downtown Court Holding Facility

A quick review:

Sliders	204
24 volt Poppers	208
120 volt locks	77
120 volt firedoors	103
120volt kick sliders	24
key only doors(includes pipe chase & food traps)	192

We have Folger-Adams, Brinks and Southern Steel locking devices thru out all facilities.

We have a small quantity of parts for the Southern Steel and Folger Adams lock, and Approximately four (4) 10120 popperreplacement locks.

ATTACHMENT B – REPAIR PARTS LIST:

<u>Items</u>	<u>Quantity</u>	<u>Description</u>
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We have a small quantity of parts for the Southern Steel and Folger Adams lock, and approximately four (4) 10120 popper replacement locks.

PRE- BID CONFERENCE

REQUEST FOR PROPOSAL
 DETENTION FACILITIES MAINTENANCE AND REPAIR
 JAIL HIGH SECURITY LOCKING SYSTEM

SEALED BID #10-5518
 COBB COUNTY COMMUNITY TRANSIT
 AUGUST 24, 2010

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	FAX # (INCLUDE AREA CODE)	E-MAIL ADDRESS
Michael Root	Cornerstone Detention	256-560-4234 256-565-1853	256-355-2556	mroot@cornerstone Detention.com
Daphne Bailey	Cobb Purchasing	770-528-8423		d1bailey@cobbcounty.org david@hbwriters.com
David Robinson	HBCC	770-403-4222		
JERRY CUNNINGHAM	NORMENT SECURITY GROUP	334 286-4211	334 285-5055	jerry.cunningham@norment security.com
STEVE BARBAR	NORMENT SECURITY GROUP	334 281-8440	"	STEVE.BARBAR@NORMENT SECURITY.COM
Marc Goldberg	Alscan	404-549-7129	404-795-1419	Mgoldberg@alscaninc.com
Chude Stroud	CCSO	770-499-4624		-