



ADDENDUM NO. 1

DATE: April 5, 2017
REQUEST FOR PROPOSALS: W170017510 Richmond City Justice Center Medical Services Program
DATED: April 3, 2017
RECEIPT DATE: Tuesday, May 2, 2017 @ 3:30 p.m. EST
SUBJECT: Modifications to Request for Proposals No. W170017510, and Questions & Responses

Please take note of the following modifications to Request for Proposals No. W170017510:

1. The cover sheet of Request for Proposals No. W170017510 is hereby replaced with the specimen attached hereto as Exhibit A.
2. Part I (“Statement of Needs”), Section 3.11 (“Tab 11- Financial Statements”), of Request for Proposals No. W170017510 is hereby modified to read in its entirety as follows:

3.11 **Tab 11 – Financial Statements.** The Sheriff’s Office will evaluate an offeror’s proposal on the basis of the offeror’s financial stability. Each offeror must include a copy of their most recent independent financial audit and accompanying financial statements of the offeror to establish sound financial condition and sufficient backing for depth of support to a contract of this size and complexity. If financial issues exist for the offeror, whether publicly traded or privately held, they must be clearly identified and a plan of corrective action must be submitted in this tab to demonstrate appropriate issues initiatives to address the financial concern.
3. Attachment I (“Sample Contract”) of Request for Proposals No. W170017510 is hereby replaced with the specimen attached hereto as Exhibit B.

Questions and Responses

1. Will the county consider an extension of the due date? The timeframe does not allow for proper review of any questions that are submitted and information to be finalized for our proposals. This could and will affect pricing for the county’s contract. If this is possible, please advise as it affects our decision to submit a bid based on our resources to complete the process.
No, the city will not consider an extension of the due date at this time.

2. Is this current contract being terminated early by the County?
The current contract expires June 30th, 2017. The Richmond City Sheriff's Office elected not to renew the existing contract.

3. What will the start date be for the new vendor?
Commencement date of contract will be July 1st, 2017 with a 30 day transition period built in (June 1st – July 1st), should the winning offeror require.

All Offerors must take due notice and be governed accordingly. This addendum must be acknowledged or your proposal may not be considered.

Sincerely,

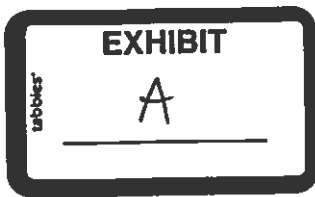
Tillie W. Jackson

Tillie W. Jackson, VCO, P&C
Contracting Officer

Acknowledgement:

Authorized Signature

Date



**CITY OF RICHMOND
DEPARTMENT OF PROCUREMENT SERVICES
RICHMOND, VIRGINIA
(804) 646-5716
April 3, 2017**



REQUEST FOR PROPOSALS # W170017510

Richmond City Justice Center Medical Services Program

Due Date: Tuesday, May 2, 2017

Time: 3:30 P.M. EST

Receipt Location: City Hall, 900 East Broad Street, 11th Floor, Room 1104

Request for Proposals Prepared by:

Tillie W. Jackson, VCO, P&C

Contracting Officer

Department of Procurement Services

Telephone: (804)646-6008/ Fax: (804) 646-5989

Email: Tillie.jackson@richmondgov.com

www.RichmondGov.com/business/bids_proposals



CONTRACT NO. <NUMBER>

**CITY OF RICHMOND
GOODS AND SERVICES CONTRACT**

This Contract, dated this _____ day of _____, 2017 (the "Commencement Date") between the Sheriff of the City of Richmond, a constitutional officer of the Commonwealth of Virginia (the "Sheriff"), and <INSERT CONTRACTOR NAME> (the "Contractor"), is binding among and between these parties as of the date of the Sheriff's final signature.

WHEREAS, the Sheriff has awarded the Contractor this Contract pursuant to Request for Proposals No. <NUMBER> (the "Request for Proposals") for comprehensive medical services at the Richmond City Justice Center.

THEREFORE, in consideration of the Recital set forth above and good and valuable consideration as set forth below, the parties agree as follows:

1. **Scope of Contract.** The Contractor shall provide the goods and services to the Sheriff as set forth in the Contract Documents enumerated in Section 3 below.
2. **Contract Amount.** The maximum authorized contract amount for this Contract is <AMOUNT IN WORDS> U. S. dollars (\$<AMOUNT IN NUMERALS>). The aggregate of all payments by the Sheriff under this Contract shall not exceed this amount. All payments shall be as provided in the Contract Documents.
3. **Contract Documents.** This Contract shall consist of the following Contract Documents, listed in order of precedence from highest to lowest:
 - A. This Goods and Services Contract between the Sheriff and the Contractor.
 - B. The Special Terms and Conditions attached to the Request for Proposals (as modified by any addenda).
 - C. The General Terms and Conditions attached to the Request for Proposals (as modified by any addenda).
 - D. The Statement of Needs attached to the Request for Proposals (as modified by any addenda).
 - E. The Contractor's proposal dated <DATE>.
 - F. The Instructions to Offerors attached to the Request for Proposals (as modified by any addenda).

All of these documents are incorporated herein by reference.

IN WITNESS WHEREOF, the parties hereto on the latest day and year written below have executed this Contract.

For the CONTRACTOR:

For the CITY:

By: _____
(signature in ink) *Date*

By: _____
C. T. Woody, Jr. *Date*
Sheriff of the City of Richmond

(typed name)

Approved as to form and legality:

(typed title)

Tony H. Pham, Esq. *Date*
General Counsel

IF A CORPORATION, AFFIX CORPORATE SEAL