

COUNTY OF FRESNO
ADDENDUM NUMBER: ONE (1)
RFQ NUMBER: 962-5469
RECORD STORAGE SERVICE

Issue Date: April 29, 2016

IMPORTANT: SUBMIT QUOTATION IN SEALED PACKAGE WITH QUOTATION NUMBER, CLOSING DATE AND BUYER'S NAME MARKED CLEARLY ON THE OUTSIDE TO:

COUNTY OF FRESNO, PURCHASING
4525 EAST HAMILTON AVENUE, 2nd Floor
FRESNO, CA 93702-4599

CLOSING DATE OF QUOTATION WILL BE AT 2:00 P.M., ON MAY 12, 2016.

QUOTATION WILL BE CONSIDERED LATE WHEN THE OFFICIAL PURCHASING TIME CLOCK READS 2:00 P.M.

All quotation information will be available for review after contract award.

Clarification of specifications is to be directed to: **Darren Howard**,
phone (559) 600-7119 or e-mail CountyPurchasing@co.fresno.ca.us.

NOTE THE ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS OF REQUEST FOR QUOTATION NUMBER: 962-5469 AND INCLUDE THEM IN YOUR RESPONSE. PLEASE SIGN IN BLUE INK AND RETURN THIS ADDENDUM WITH YOUR QUOTATION.

➤ **Questions and Answers**

ACKNOWLEDGMENT OF ADDENDUM NUMBER One (1) TO RFQ 962-5469

COMPANY NAME: _____ (PRINT)

SIGNATURE (In Blue Ink): _____

NAME & TITLE: _____ (PRINT)

Purchasing Use: DH:HM

ORG/Requisition: 2860 / 8601600312

1. **Question:** Bidding Instructions, Page 5, Packaging: Define County units of measure for Packaging
Answer: Packaging description is not applicable to RFQ 962-5469.
2. **Question:** Bidding Instructions, Page 7, Payment: Please further explain, "County will make partial payments for all purchases made under the contract/ purchase order accumulated during the month."
Answer: Monthly invoices shall be submitted in duplicate to the District Attorney- Business Office, 2220 Tulare St., 10th Floor, Fresno, CA 93721. This will be a reoccurring process over the life of the agreement. Payment by County shall in arrears, for services provided during the preceding month, within forty-five days after receipt and verification of Contractor's invoices by county's District Attorney's Office.
3. **Question:** Participation, Page 11: Please confirm if extending same terms and conditions apply only if services are the same.
Answer: Yes, the services will be in accordance with the terms and conditions of the original contract.
4. **Question:** Scope of Work, Page 13, #1: Must services be located in the Fresno/Clovis metro area or only provided in the Fresno/Clovis metro area? Meaning we could store the records in Sac and provide deliveries in Fresno?
Answer: We do not believe that having the records outside of the Fresno/Clovis area would work as sometimes there is a need to have the files here on the same day as the request.
5. **Question:** Scope of Work, Page 13, #6: Can we do same day service for STATS? Are any weekend or holiday deliveries required/ expected?
Answer: Weekend and holiday deliveries would not be required/ expected.
6. **Question:** Quotation Schedule, Page 14, Group II Delivery Services: Define "Rush Delivery"? Will electronic delivery be acceptable for Rush Delivery and Same Day Delivery?
Answer: Rush delivery would mean asap same day delivery. Electronic delivery would not be acceptable as our files are hardcopies. We should not have the storage operator going through and scanning them for electronic delivery.