



Purchasing Division (559) 621-1332 □ FAX (559) 488-1069 □ www.fresno.gov
2600 Fresno Street Room 2156
Fresno, California 93721

Finance
Michael Lima
Director of Finance

ADDENDUM NO. 3

RFP FOR MICROFILIMING SERVICES BID FILE 9353


NOTICE TO ALL BIDDERS

This Addendum is attached to and made a part of the above entitled specifications for the City of Fresno with a scheduled bid opening of **2:00 pm Tuesday January 12, 2016.**

All changes and or clarifications will appear in **bold underlined type.**

See clarifications outlined on the following pages.

City of Fresno


DIANA REYNOLDS
BUYER II

The bidder shall sign below indicating he/she has thoroughly read and understands the contents of this Addendum No.3

Signed: _____

Company: _____ Date: _____

This addendum is being distributed on Planet Bids only and will not be sent by U.S. Mail.

Addenda to date: 3
January 6, 2016



PURCHASING DIVISION
TELEPHONE # (559)621-1332
FAX # (559)488-1069

BID QUESTIONS FOR: MICROFILMING SERVICES RFP NUMBER: 9353 ATTENTION: DIANA REYNOLDS, BUYER II	(FOR CITY OF FRESNO USE ONLY) QUESTION No: <u>8</u> DATE: <u>1/5</u> REVIEWED BY: <u>[Signature]</u> RESPONSIBLE FOR RESPONSE: <input type="checkbox"/> CITY <input type="checkbox"/> CONSULTANT
FROM: COMPANY: <u>DataBank IMX</u> CONTACT PERSON: <u>Chris Gilbert</u>	DATE: <u>1/5/16</u> PHONE No: <u>530.908.3273</u> FAX No: _____
QUESTION: 1. What format is your current film containers in? Is the film in cartridges or boxes? What is preferred? 2. What type of reel do you require? What is the type of reel on current film? 3. What size boxes will the paper documents be included in? 4. Will all 114 boxes (due by end of FY) be available for pickup at once when project begins? 5. Does the City anticipate that each roll of film will contain images from one box of documents? 6. Are the documents that were received for the sample in the same condition as the actual documents? 7. What % of the overall volume of documents are 11" x 17"?	
ANSWER: 1. The film is in both cartridges and boxes. We prefer boxes. 2. 16mm open flange reel. It's what we currently use. 3. 8 1/2 x 11. 4. Yes. 5. No, we anticipate that the roll of film will contain the same type of document and could be more than one box. 6. Some of them, but not all of them.	
RESPONSE BY: <u>[Signature]</u> INCLUDED IN ADDENDUM NO. <u>3</u>	
DATE: <u>1/5/16</u> DATE: <u>1/5/16</u>	

Duplicate as Necessary, one sheet per question.

7. Approx. 2%