SOUTHWESTERN COLLEGE

ADDENDUM No. 1 FOR RFQ No. 101-11
Hazardous Material Abatement Consulting Services
Date: November 14, 2011

Q1. **Should firms include information on analytical laboratories in the "sub consultant" category in section 4 of the response submittal?**

A1.   No

Q2. **Under page 2 section C it states "all responses shall be firm offers subject to acceptance by the District". Should we assume that firms will be submitting unit costs for the upcoming projects and that the unit costs submitted will be the basis for the upcoming projects?**

A2.   Yes, however the District reserves the right to negotiate all aspects of the Agreement prior to acceptance.

Q3. **Under page 5 section 3 it states "Certify that the firm is legally permitted or licensed to conduct business in the State of California for the services offered." What specifically is required to certify this?**

A3.   A sentence or statement that the submitting firm is legally permitted and/or licensed to conduct business for the services requested in the State of California.

Q4. **Please confirm that three ring binders are required for the original and copies of the requested response submittal?**

A4.   Three ring binders are not required.

Q5. **Relevant experience for prime and sub contractors is requested. Should this include analytical laboratories as well?**

A5.   No

Q6. **How many references would you recommend for each staff member?**

A6.   At least two

Q7. **Should firms include costs for sample analysis, equipment, shipping, etc. under section 7 of the response submittal?**

A7.   Yes

Q8. **Should hourly rates be submitted in a separate sealed envelope with the submitted qualifications packet (response submittal)?**

    A8.   Yes, under section 7 of the response submittal state that pricing has been provided in a sealed envelope. Pricing should also be provided in requested pdf.

Q9. **The RFQ says that we need concise responses. Does the response have a page limit?**

    A9.   No, although it is strongly recommended that the response submittal be no more than 10 (double sided) pages

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