

October 4, 2018

Addendum #01

Responses to RFSOQ Questions

Furniture Standards Planning, Procurement, and Installation Services

To All Proposers,

Please carefully review the answers provided below and incorporate the information as directed into your Request for Statement of Qualifications submittals due to the Project Development Unit on **October 12, 2018**. Submittals that do not reflect the information provided below may be considered non-responsive and the submittals may be rejected.

1. Are we being asked to provide a database through an e-business platform that would include the requested information (similar to what we currently provide through our Ensync eBusiness software)? This would include a catalog of items with options for finishes, pricing, lead times, etc. Or... is SMC requesting an actual database of product information for the furniture standards? This might be a SQL or Access database that we would manage. It sounds like this solution would also need to have the ability for the end user to download a copy (like a CSV file) of the database information to use locally if they don't have internet access.
ANSWER – The intent of the database is to simplify the furniture procurement process by having a searchable, easy-to-use, database available with all standard furniture options included. Proposers can propose the actual platform/format/operation of the Database to be provided to fulfill the requested features noted in the RFSOQ. The detailed functions and content will be collaboratively developed with PDU and consultant teams to ensure applicability for every project using this tool online or offline.
2. Does the SOQ need to have corporate seal on the hard copies?
ANSWER – Original signature by owner/officer/authorized agent of Proposers' firms per RFSOQ would suffice.



3. Will your team be calling/interviewing our references?

ANSWER – County may elect to contact references provided in the submittals to verify information. Please make sure current/correct contacts are provided accordingly.

4. Will the projects for the County of San Mateo require Union Labor, Non-Union Labor, or Prevailing Wage?

ANSWER – Prevailing wages for installation work will apply but union labor is not required. Selected Proposer(s) must comply with any applicable County, State, or Federal wage laws.

5. Can we please get Non-Disclosure Agreement Form signed by a representative of the County of San Mateo and returned to us so we can release our financial information and include it in the RFSOQ?

ANSWER – Per RFSOQ Section 5.06, Proposers shall include financial information which demonstrates their financial capability to deliver the Services. This may be submitted under seal and treated as confidential to the extent permitted under applicable federal and state laws. See also PART 8 regarding confidential information provided in submittals.

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