COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. 902104

### for

**MICROFILM RETENTION SERVICES**

**Networking/Bidders Conference Held on 5/3/2022**

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| **This County of Alameda, General Services Agency (GSA), RFP Questions & Answers (Q&A) has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County’s Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP Q&A will also be posted on the GSA Contracting Opportunities website located at** [**Alameda County Current Contracting Opportunities**](https://gsa.acgov.org/do-business-with-us/contracting-opportunities/)**.**  |

Alameda County is committed to reducing environmental impacts across our entire supply chain.

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Thank you for your participation and interest in the County of Alameda Request for Proposal (RFP) for Microfilm Retention Services.

All the questions are taken verbatim from written questions emailed by potential Bidders. In the answers of these questions, the County of Alameda shall be noted as “County”. The Questions and Answers are the final stance of the County. Please consider this document in preparation of your bid response.

**Questions and Answers:**

1. Do you require VRC to sign the County of Alameda’s paperwork or will you accept  VRC’s contract for signature?
	1. **All selected vendors must sign the Alameda County Standard Services Agreement. Any changes in the general terms and conditions is subject to County Counsel approval.**
2. Will you add other inventory during the contract years?
	1. **No. Inventory described in the contract will be added as needed.**
3. Will you accept termination with cause as opposed to termination without cause?
	1. **Per the RFP; page 18, Section K, Item 2; states as follows:**

**2. The County has and reserves the right to suspend, terminate or abandon the execution of any work by the Contractor without cause at any time upon giving to the Contractor prior written notice. In the event that the County should abandon, terminate or suspend the Contractor’s work, the Contractor shall be entitled to payment for services provided hereunder prior to the effective date of said suspension, termination or abandonment. The County may terminate the contract at any time without written notice upon a material breach of contract and substandard or unsatisfactory performance by the Contractor. In the event of termination with cause, the County reserves the right to seek any and all damages from the Contractor. In the event of such termination with or without cause, the County reserves the right to invite the next highest-ranked Bidder to enter into a contract or re-bid the project if it is determined to be in its best interest to do so.**

1. Will you accept that the monthly fee will remain the same throughout the duration of the contract year?
	1. **Per the RFP, Page 18, Section M, Item 1; states the following:**

**1. All pricing as quoted will remain firm for the term of any contract that may be awarded as a result of this RFP.**

1. Will PO’s be written on an Annual basis?  3 PO’s during the three-year agreement?
	1. **No, only one Purchase Order (PO) will be issued during the contract term.**
2. Whether companies from Outside USA can apply for this?
       (like,from India or Canada)
	1. **No, companies outside of the USA cannot bid on this RFP.**
3. Whether we need to come over there for meetings?
	1. **Yes. There will be some instances that in-person meetings are required.**
4. Can we perform the tasks (related to RFP) outside USA?
(like, from India or Canada)
	1. **No. All tasks or contract requirements must be performed in the USA.**
5. Can we submit the proposals via email?
	1. **No. Per Exhibit A, Page 1, Bid Response Packet, the Bid Response Packet must be submitted through the** [**EZSourcing Supplier Portal**](https://ezsourcing.acgov.org)

VENDOR BID LIST

 **RFP No. 902104 – MICROFILM RETENTION SERVICES**

This Vendor Bid List is being provided for informational purposes to assist bidders in making contact with other businesses as needed to develop local small and emerging business subcontracting relationships to meet the requirements of the [Small Local Emerging Business (SLEB) Program](https://gsa.acgov.org/do-business-with-us/vendor-support/small-local-and-emerging-businesses/).

This RFP is being issued to all vendors on the Vendor Bid List; the following revised vendor bid list includes contact information for each vendor attendee at the Networking/Bidders Conferences.

| **RFP No. 902104** |
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| **Business Name** | **Name** | **Phone** | **Address** | **City** | **ST.** | **Email** |
|   Admail-Express, Inc. | Brian Schott | ( 510 ) 477-6240 | 31640 Hayman Street | HAYWARD | CA | brian.schott@admail.com |
|   ATHENA MANAGEMENT SOLUTIONS LLC | Kami Johnson | ( 888 ) 327-2525 | 118 GABLE AVE | BERKELEY | CA | kjohnson@athenamanagementsolution.com |
|   Atthowe Transportation Cooperative Corp. DBA Atthowe Fine Art Services | Donnell Campbell | ( 510 ) 654-6816 | 3924 Market Street | OAKLAND | CA | donnell@atthowe.com |
|   B & B Copy Express, Inc. | Ma. Bernarditta Ferriols | ( 510 ) 835-9700 | 1814 Franklin Street, #810 | OAKLAND | CA | beth@bbcopyexpress.com |
|   BKJM Moving Services LLC | Bevlen Klein | ( 510 ) 780-2680 | 3146 Corporate Pl | HAYWARD | CA | jlobaton@ncmss.com |
|   Business Recovery Services, Inc. DBA Bank UP | Michael Santimauro | ( 510 ) 522-9714 | 1301 Marina Village Parkway, Ste. 250 | ALAMEDA | CA | msantimauro@bank-up.com |
| BMI Imaging Systems | Gordon Shiozaki | (408) 736-7444 x212 | 1115 E. Arques Ave.  | Sunnyvale | CA | gshiozaki@bmiimaging.com |
| Datafile | Andrew Thomas  | (614) 885-9050 | 60 Grace Dr.  | Powell | OH | andy@datafile-corp.com |
| Denevi | Michael Denevi | (800) 447-4469 | 21091 Foothill Blvd. | Hayward | CA | michael@denevi.com |
|   Development Services/granthelper | Marie Beichert | ( 415 ) 686-6239 | 1201 Pine St., #155 | OAKLAND | CA | marie@granthelper.com |
|   Earp Events & Fundraising | Laurie Earp | ( 510 ) 839-3100 | 300 Frank H Ogawa Plaza, Suite 253 | OAKLAND | CA | laurie@earpevents.com |
|   Ellen Muir Systems Coaching & Consulting | Ellen Muir | ( 510 ) 220-7665 | 129 Euclid Avenue | SAN LEANDRO | CA | emuirsc@gmail.com |
|   First Impressions Printing, Inc. | Jennifer Stang | ( 510 ) 784-0811 | 25030 Viking Street | HAYWARD | CA | jstang@firstimpressionsprinting.com |
|   Global Document Solutions | Rick Owen | ( 510 ) 372-1743 | 25000 Industrial Blvd. | HAYWARD | CA | rowen@gdocs.com |
|   GRM Information Mgmt Services | Jay Crider | ( 800 ) 932-3006 | 41099 Boyce Road | FREMONT | CA | jcrider@grmdocument.com |
|   GRM Information Mgmt Services | Sue Wodarski | (800) 932-3006 | 41099 Boyce Road | FREMONT | CA | swodarski@grmdocument.com |
|   GRM Information Mgmt Services | Michael Vlahos | 510-933-4225 | 41099 Boyce Road | FREMONT | CA | mvlahos@grmdocument.com |
|   H & K Mfg Co | Karen Thompson | ( 925 ) 828-1659 | 7112 Village Pkwy | DUBLIN | CA | HKMachine@aol.com |
| HOV Services, Inc | John Lancaster | 309-825-1991 | 1000 South Perimeter Road | Rantoul | IL | john.lancaster@exelatech.com |
| Inter-City Printing Co Inc DBA Madison Street Press | Paul Murai | ( 510 ) 451-4775 | 614 Madison Street | OAKLAND | CA | paul@madisonstreetpress.com |
| Iron Mountain  | Mark Huss | (610) 792-7327 | 1101 Enterprise Dr. | Royersford | PA | mark.huss@ironmountain.com |
|   Kuda Express Corporation | Lisa Kwee | ( 510 ) 354-3000 | 40577 Albrae St. #E | FREMONT | CA | lisahk@kudaexpress.com |
|   LMT CONSULTING, INC. | GRACE UWADIALE | ( 925 ) 325-8979 | 303 Hegenberger Rd, Suite 308 | OAKLAND | CA | graceu@lmtconsult.com |
| MCO | Mike McCluskey | (951) 898-2800 | 529 W. Rincon St. | Corona | CA | mike@mco-image.com |
|   Magnolia Engineering and Construction | Tammy Willis | ( 510 ) 460-0248 | 8401 Ney Avenue | OAKLAND | CA | twillisbroker@gmail.com |
|   Mandela Partners | Mariela Cedeno | ( 510 ) 433-0993 | 1344 7th Street | OAKLAND | CA | mariela@mandelapartners.org |
|   Marina Boulevard Storage Ctr | martina mckay | ( 510 ) 537-5169 | 2099 Marina Blvd | SAN LEANDRO | CA | maxmckay@yahoo.com |
|   MBD Consulting | Yonation Hardisty | ( 510 ) 432-6481 | 20298 Marshall St | CASTRO VALLEY | CA | yon@mbyte.com |
|   Millennium CM Group Inc. | Abimbola Ariwoola | ( 510 ) 690-4640 | 1300 Clay Street, Suite 600 | OAKLAND | CA | millenniumcmg@gmail.com |
| NMT Corporation | Scott Pechacek | (608) 781-0850 x107 | 2004 Kramer St.  | La Crosse | CA | scott.pechacek@nmt.com |
| Raycom Data Technologies | Ayaz Pandhiani | (310) 322-5113 | 1320 E. Imperial Ave.  | El Segundo | CA | ayaz@raycomdtech.com |
|   Pacific Print Resources | Jon Lopez | ( 510 ) 595-2205 | 1259 Park Avenue | EMERYVILLE | CA | jlopez@pacificprintresources.com |
|   Plaza Suites | Pat Duarte | ( 510 ) 791-1234 | 39159 Paseo Padre Pkwy # 215 | FREMONT | CA | pat@murcoman.com |
| Paperless Imaging | Daron Bracht | 916-355-1092 | 101 Parkshore Dr | Folsom | CA | daronb@paperlessimaging.com |
| PFA | Jim Harper | (619) 224-0124 | 9980 Glenoaks | Sun Valley | CA | jharper@pfainc.com |
|   Selena Feliciano DBA SF Consulting Co. | Selena Feliciano | ( 510 ) 754-9832 | 1054 24th Street | OAKLAND | CA | selena@sfconsultingco.com |
|   Strategic Public Engagement | Kirk G. Mitchel | ( 510 ) 548-5486 | 51 Stevenson Ave | BERKELEY | CA |  |
| TonerImagine | Savan Thakkar | (925) 394-0077 | 2021 Las Positas Court #147 | Livermore | CA | savan@tonerimaging.com |
|   Taylor & Associates Library Management Services | Catherine Ghent | ( 510 ) 559-1540 | 964 San Pablo Avenue | ALBANY | CA | taylorlb@taylorlib.com |
|   The Word Factory | Bill Lekas | ( 510 ) 522-3124 | 3215 Encinal Avenue, Suite F | ALAMEDA | CA | wordfact@pacbell.net |
|   Valley Engineering Group Inc | Scott Bohlmann | ( 925 ) 371-5015 | 1512 Catalina Court | LIVERMORE | CA | scott.bohlmann@vegonline.com |
|   Variant Microsystems | Sarita Chugh | ( 510 ) 440-2870 | 4128 Business Center Drive | FREMONT | CA | sarita@variantusa.com |
|   Visions Management International Corporation | Amy Garber | ( 415 ) 895-1459 | 66 Franklin Street, Suite 300 | OAKLAND | CA | amy@visionsmgmt.com |
| Vital Records Control | Ozzie Greene | (913) 348-4421 | 2237 Palou Ave | San Francisco | CA | ogreene@vrcnetwork.com |
| Vital Records Control | Jessica Sawyer | (650) 270-1226 | 2237 Palou Ave | San Francisco | CA | jsawyer@vrcofca.com |
| Vital Records Control | Scott Reis | (650) 270-3958 | 2237 Palou Ave | San Francisco | CA | sreis@vrcofca.com |
| Vital Records Control | Sarah Peixoto | (510) 713-3510 | 2237 Palou Ave | San Francisco | CA | speixoto@vrcofca.com |
| Williams, Adley & Company-CA. LLP | Robert Griffin | ( 510 ) 893-8114 | 7677 Oakport Street, Suite 1000 | OAKLAND | CA | rgriffin@wacllp.com |