

INSTRUCTIONS FOR NON-DISCLOSURE AGREEMENT AND SITE CLEARANCE FORMS

COUNTY OF ALAMEDA PROJECT #21115 SRJ ENHANCED OUTDOOR RECONFIGURATION & RECREATION YARDS PROJECT

Non-Disclosure Agreement (NDA) form:

- Must be completed and submitted in order to receive drawings and specifications.
- Requestor will receive a copy of the drawings and specifications within 48 hours of submitting the form.
- The form must be deemed complete by the County.
- Email NDA form to Isabelle.Beauchamps@acgov.org, with cc. to David.Barba@acgov.org
- **Due date: February 5, 2024.** You are encouraged to submit this form as soon as possible to allow ample time for review of the drawings and specifications.

Alameda County Sheriff's Office Detention and Corrections Security Clearance form:

- Must be completed and submitted in order to participate in the Site Visit.
- Must be completed by each person who intends to participate in the Site Visit. If a group wishes to participate, every member of the group must submit a form.
- It is recommended that each submitter be candid about possible past arrests or convictions, as stated on the form. Past arrests and convictions are not automatic grounds for denial, however their concealment is.
- **Due date: February 5, 2024.**
- Please return according to the instructions on the form. Please also send a notification that the form was submitted to Motaya@kitchell.com