



## **ADDENDUM No. 1**

### **PROJECT: MOVING SERVICES BID NO.: RFB No. AVC2016/2017-18**

#### **Notice to Bidders on the Above Project:**

This addendum consists of: *bid clarifications at Mandatory Job Walk (4/3/17 at 2:30 p.m.)*

Q-1. Question regarding the Bid bond. How does it work? Do you have a list of companies where we can buy the bond? Is the Bond purchased once we are selected or does it have to be submitted with the Bid?

**A-1. See item # 2-Bid Security in the Instruction to Bidders (page 3), item # 5 of the Bid Form (page 11), and all Bid forms (pages 21-24) of RFB. No, we do not have a list of companies.**

Q-2. Will vending machines, copiers, and print services machines need to be moved by moving company awarded the bid?

**A-2. Due to warranty requirements most of these types of machines will be moved by the companies who maintain them and will not be the responsibility of the moving company. Exception are two (2) WEPA machines (print kiosks), which will need to be transported to the District's Warehouse at the Lancaster campus to be stored.**

Q-3. Will the moving company awarded the bid need to break down any furniture systems?

**A-3. Furniture systems, including cubicles, will be broken down and/or palletized by the District's furniture company. The moving company awarded the bid will be moving the pieces and/or pallets.**

Q-4. Where will the palletized items be housed?

**A-4. First floor of the current Palmdale Center.**

Q-5. Can the moving company awarded the bid breakdown the furniture systems?

**A-5. See A-3.**

Q-6. Will the moving company awarded the bid need to remove whiteboards and projectors from the walls and ceilings?

**A-6. No, the District will remove these items for the moving company to move.**

Q-7. What is the maximum capacity for students in the classroom?

**A-7. 20 square feet.**

Q-8. How many classrooms are there?

**A-8. 9 classrooms; 2 computer labs; 1 science lab**

Q-9. Will the moving company awarded the bid need to move servers and/or server racks?

**A-9. IT will package and break down servers for movers to transport to District's Warehouse at Lancaster campus.**

Q-10. How many staff are at the current Palmdale Center?

**A-10. Five full-time and several part-time employees.**

Q-11. Will employees be packing their own belongings?

**A-11. Yes.**

Q-12. How does the IT equipment need to be packed?

**A-12. IT equipment, such as computers and monitors, will be wrapped and packed by the District for the moving company to move.**

Q-13. Will the furniture in the Science Lab, SV1B, being disassembled?

**A-13. The science lab tables in SV1B will be disassembled by the District and moved by the moving company back to the District's Warehouse located at the Lancaster campus. See page 36 for location addresses of RFB.**

Q-14. What is the elevator capacity?

**A-14. Load permissible is 2,500 pounds, sixteen (16) people.**

Q-15. In case the elevator breaks down, can a service company be on standby?

**A-15. No, because the building is leased, District will contact the property owner if there is a service issue with the elevator.**

Q-16. Is there a dock at the storage facility?

**A-16. No. There is a roll up door at the Sierra Gateway Storage Facility.**

Q-17. Will items be moved from the Current Palmdale Center to the storage facility?

**A-17. About 85% will be moved to the Sierra Gateway Storage Facility. The remaining 15% of items will be moved to the District's Warehouse located at the Lancaster campus. See page 36 for location addresses of RFB.**

Q-18. Are items identified in the RFB as to where they will be moved?

**A-18. No. See A-17. Items to be moved to either facility will be clearly identified by District's Facilities and Maintenance Operations Department.**

Q-19. How many days are allowed for the move into the new Palmdale Site?

**A.19. Please see the Scope of Work located on page 35 of the RFB. Please note that the move dates are estimates and may be subject to change.**

Q-20. Do we estimate how many boxes will be needed for the move or will the District be providing a count?

**A-20. Please provide an estimate of the size and quantity of boxes needed. See pages 14-15 of RFB.**

All other terms and conditions remain the same.

Angela Musial  
Angela Musial, Buyer

4/6/2017  
Date