



CITY OF STOCKTON

PUBLIC WORKS DEPARTMENT

22 East Weber Avenue, Room 301 • Stockton, CA 95202-2317 • 209 / 937-8411 • Fax 209 / 937-8277
www.stocktonca.gov

LETTER OF CLARIFICATION NO. 1

FILE ROOM SCANNING AND DIGITAL STORAGE PROJECT NO. SEB-23-003

TO ALL PROSPECTIVE BIDDERS

DATE: July 6, 2023

Letter of Clarification No. 1 for the above project consists of the following:

1. This acknowledgement form (see important notice at the end of this document).

REQUEST FOR PROPOSALS:

2. Page 2, Section 3.0, "Project Description":

MODIFY to read:

- Proponent shall box and index the letter size file folders and transport to scanning facility.
 - For this proposal, assume a total of ~~400~~ 900 boxes of small format documents.

3. Page 3, Section 3.0, "Project Description":

MODIFY to read:

- Project includes large format scanning of mylar ~~and/or paper~~ plans generally 24 x 36 inch but may vary.
 - For this proposal, assume ~~4,000~~ 18,000 sheets of ~~mylar~~ large format documents.



4. Page 3, Section 3.0, "Project Description":

ADD the following:

- For the purposes of this proposal, proponents may assume that the files will be removed from the project site in three batches.
 - Community Development Department small format files.
 - Public Works Department small format files.
 - Large format sheets.

JODI ALMASSY, DIRECTOR
PUBLIC WORKS DEPARTMENT



ERIC ALVAREZ *for*
DEPUTY PW DIRECTOR/CITY ENGINEER

JLA:EA:WJ:cal

NOTICE: THIS FORM MUST BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO INCLUDE OR ACKNOWLEDGE A CLARIFICATION MAY RESULT IN THE BID BEING REJECTED AS NOT RESPONSIVE.

CONTRACTOR: _____

BIDDER SIGNATURE: _____

DATE: _____