

**REQUEST FOR QUOTE
DOCUMENT DESTRUCTION AND SHREDDING SERVICES
RFQ NUMBER 01-2010**

July 15, 2010

REQUEST FOR CLARIFICATIONS OR MODIFICATIONS

Q-1. What are the frequencies of visits? Your current schedule?

A-1. As indicated in the Scope of Work, services are to be performed every four weeks or as mutually agreed (depending on size of receptacle provide). Current schedule for our South Lake Tahoe facility is every 4 weeks. Current schedule for our Placerville facilities is "as needed". Services are currently not provided at our Cameron Park facility.

July 29, 2010

REQUEST FOR CLARIFICATIONS OR MODIFICATIONS

Q-1. What do you mean by "an audited profit & loss statement and balance sheet for your company for the last three (3) fiscal years"? (Bid instructions section 2 line item 3c)?

A-1. An audited profit and loss statement is a statement that has been produced by the company and verified by an audit with the following information: financial statement that indicates how the revenue (money received from products or services before expense are taken out) is transformed into the net income (after all revenues and expenses are taken out). A balance sheet shows the financial health of the company, such as assets and liabilities.

Q-2. On every service trip to a location, do we empty all bins? What if the bins are not full (less than ½)?

A-2. Bins are to be emptied if they are full or more than ½ full. Bins do not need to be emptied if they are more than ½ full.

Q-3. Regarding the South Lake Tahoe location, are all 17 security consoles located at one facility, or are there multiple facilities there?

A-3. The 17 security consoles located at the South Lake Tahoe location are at one facility, 1354 Johnson Blvd., South Lake Tahoe, California. This is a two story facility.

August 6, 2010

REQUEST FOR CLARIFICATIONS OR MODIFICATIONS

Q-1. Question regarding submittal requirement 3C. The request states that you will need a copy of an audited profit and loss statement and balance sheet. Does the information need to be certified by an audit? Will a copy of tax returns be sufficient?

A-1. RFQ 01-2010 has been modified, Bid Instructions Section II, 3C now reads:

c) A profit and loss statement and balance sheet for your company for the last three (3) fiscal years.