

**Superior Court of California  
County of Santa Clara**

191 North First Street  
San José, California 95113  
(408) 882-2700



FINANCE / GENERAL SERVICES DIVISION

Date 5/9/2023

**ADDENDUM #2**

Shredding Services

REQUEST FOR PROPOSAL (RFP) # 42823C

<b>Item</b>	<b>Vendor Question (Q)</b>	<b>Official Court Response (A)</b>
1	VRC does not offer an “on-Call” option for shred services. If you are willing to accept a monthly service option, VRC will submit the RFP.	We currently have an on call service. We would prefer to keep that same service. Our shredding needs fluctuate due our purging projects in each department.
1	Can the tapes, diskettes and microfilm be shredded by a third party partner?	Yes. As long as we receive a certificate of destruction.
2	Can the shredding containers be secured with combinations locks?	Yes. We can accept combo locks.
3	Will Professional Liability insurance be required for this contract?	Yes
4	Does the court have a required or anticipated turn around for the “on-call” service? For example, 2 business days, 3 business days ..	3-7 Business days is acceptable for the Court.

Please note the bid due date remains the same.

We appreciate your participation in the solicitation process and thank you for your interest in doing business with the Court.

Sincerely,

*Collin Conroy*

Collin Conroy  
Procurement

cc: David Florence, General Services Manager

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