

**Henry P. Roybal**  
Commissioner, District 1

**Miguel M. Chavez**  
Commissioner, District 2

**Robert A. Anaya**  
Commissioner, District 3



**Kathy Holian**  
Commissioner, District 4

**Liz Stefanics**  
Commissioner, District 5

**Katherine Miller**  
County Manager

March 1, 2017

**SANTA FE COUNTY**  
**RFP# 2017-0196-ASD/KE**  
**RECORDS MANAGEMENT AND STORAGE**

**ADDENDUM #1**

Dear Proponents,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 1. This documentation shall become permanent and made part of the departmental files.

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ATTACHMENT: PRE-PROPOSAL SIGN IN SHEET

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*On February 22, 2017 Santa Fe County held the pre-proposal conference for the above referenced Request for Proposals (RFP). Listed below are questions asked at the pre-proposal conference and/or received via email.*

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**QUESTION 1:** Is Santa Fe County ready to go paperless? Does the County have to have a physical location to store files?

**ANSWER 1:** Santa Fe County currently requires a physical location to store record files; however please refer to Section V. Specifications B. Mandatory Specifications on page 21, Number 3. Archival Imaging Services.

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Please add this Addendum #1 to the original bid documents and refer to bid documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect.

Bidders are reminded that any questions or need for clarification must be addressed to Karen K. Emery, Senior Procurement Specialist at [kkemery@santafecountynm.gov](mailto:kkemery@santafecountynm.gov).

**Pre-Proposal Meeting**  
**RFP#2017-0196-ASD/KE**  
**RECORDS MANAGEMENT AND STORAGE SERVICES**  
 Wednesday, February 22, 2017 at 10:00am, MST

NAME	ORGANIZATION	PHONE #	EMAIL
Camille Gurubk	ASO/mailedpm	986-6378	<del>cgurubk@santafecountynm.gov</del>
Rita Ornelas	<del>Admin</del> Admin	986-6747	ornelas@santafecounty.gov
Keli Barros	CEO / FINANCE	986-6375	kelbarros@santafecountynm.gov
Doris DeLaCruz	Purchasing/IT	986-6374	delaacruz@santafecountynm.gov
Manoj Khatri	Future Net Group Inc	213-547-7117 Ex. 298	manojk@futuregroup.com
BILL TAYLOR	SFC	986-6373	
Joel Motyl	Konica Minolta	(888) 249-4659	jmoty1@kmb.s.konicaminolta.com

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