



May 5, 2021

To: All Potential Bidders
From: Kelly Vu, Business Services Supervisor
Re: RFI #1, Q & A, IFB # BR-02-21

The purpose of this RFI (Request for Information) is to transmit "Questions and Answers" regarding the technical components of the IFB Temporary Bleacher Rental. All terms and conditions of the original RFP notice remain unchanged.

Questions and Answers

Questions:

1. Does prevailing wage apply to our category and, if so, what is the prevailing wage to be used?

Answer: No, the prevailing wage does not apply.

2. On page 21 of 60 under "2 Company History and Personnel", is it required to include the following in bold?

d. Describe and include any applicable personnel policies and training materials, including safety programs and **customer service education**. Provide commentary on safety record and programs. **Submit Employee Handbook and Grooming Standards.**

Answer: If there is company information available please provide. If not, there is not a need to create it to qualify for this IFB.

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Is this asking that we need to provide the resume of our bookkeeper?

g. Contact must be able to facilitate all billing, invoicing, operations, and staffing for OC Fair & Event Center. **Resume and skills list required.**

Answer: The request is that the "Contact" overseeing the contract has the ability to work within these terms. Facilitate means that the "Contact" can work directly with our staff and our staff will not have to go from person to person to get answers or concerns resolved. Not that they actually have to perform all these tasks.

If you intend to submit a bid in response to this RFP, please send an email to ifb@ocfair.com to confirm that you have received this RFI No. 1.

-End RFI #1-