



## Questions and Answers

### RFQ #2019-104 Records Management Solutions

Please be advised all questions are keyed as submitted.

1. What volume of boxes or number of boxes are to be stored?

A. Approximately 2,000 file boxes.

2. Are boxes currently with another Vendor, or located at ELC locations(s)?

A. The boxes are currently with another vendor.

3. Is shredding for consoles to be performed onsite (at ELC location) or offsite (At Vendor location)?

A. Our organization will consider both options, please provide pricing.

4. Is there any other documentation required as part of the response aside from pricing for shredding, storage (Attachment A) and signed copy of Attachment B.

A. No documentation is needed to submit a proposal, after a vendor is selected they will have to execute an agreement.