



# CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT PURCHASING DEPARTMENT

May 13, 2026

## **Addendum No. 01 INVITATION TO BID.: B25/26-08 Las Positas College Amphitheater Equipment Project**

To: All Prospective Bidders

This Addendum ONE (01) is issued to incorporate the following changes, additions or deletions to the Invitation to Bid (IFB) B25/26-08. Any modifications/changes made by this addendum affect only the portions or paragraphs specifically identified herein; all remaining portions of the IFB B25/26-08 to remain in force. It is the responsibility of all responders to conform to this addendum.

### **A. RFI QUESTIONS AND RESPONSES:**

**QUESTION 1: How do you prefer to receive the package... UPS, FedEx, etc? What works best for you all?**

**RESPONSE 1:** Please see Item 5 "Bid Submittal" Sub Item (b) of the bid documents:

"Bids are to be delivered to Ms. Marie Hampton, Manager of Purchasing and Warehouse Services, at 7600 Dublin Blvd., 3rd Floor, Dublin, California 94568 until Tuesday May 26, 2026 BY 2:00 P.M. Faxed or emailed bids will not be accepted.

Bids delivered by USPS, FED EX, OR UPS are not guaranteed to be received by the Chabot-Las Positas Community College District prior to submittal cut time."

**QUESTION 2: Do I need a cover letter?**

**RESPONSE 2:** Please see Item 6 "IFB Format" Sub Item (a) of the bid documents:

"Cover Page - The cover page shall provide the name, physical address, email address, and telephone number of the person(s) available for contact regarding the bid. Such person(s) must be authorized to make representations on behalf of the respondent."



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**QUESTION 3:** Or if I fill out the paperwork for [https://www.clpccd.org/business/guide/files/docs/purchasing/b25-26-08\\_bid.pdf](https://www.clpccd.org/business/guide/files/docs/purchasing/b25-26-08_bid.pdf) and send you back two paper copies plus one on USB is that all you require?

**RESPONSE 3:** Please see Item 5 "Bid Submittal" Sub Item (c) of the bid documents:

"Submittal of Bid Proposals. All Bid proposals shall be submitted on forms furnished by the District. Bid Proposals must conform with, and be responsive to, the Bid and supporting Documents, copies of which may be obtained from the District's website as set forth above. Only Bid Proposals submitted to the District at or prior to the date and time set forth above for the public opening and reading of Bid Proposals shall be considered."

***All other terms and conditions remain unchanged.***

Michael McClung - Buyer, Purchasing and Warehouse Services  
Chabot-Las Positas Community College District