

**STATE OF WEST VIRGINIA
REQUEST FOR PROPOSALS
BLUE RIDGE CTC RFP#19-02
ADDENDUM NO. 1**

TITLE: Custom Food Truck

USING AGENCY: Blue Ridge Community & Technical College

ISSUE DATE: November 6, 2018

ISSUING AGENCY: Blue Ridge Community & Technical College
13650 Apple Harvest Drive
Martinsburg, WV 25403

ISSUING AGENT: R. Craig Miller
Chief Financial and Administrative Officer

QUESTIONS & ANSWERS:

1. In RFP #19-02, the following documents are referenced as required for submission:

- Section I/F Eligibility Requirements
- Purchase Affidavit
- WV-96
- Non Conflict of Interest Form
- Vendor Preference Certificate

None of these documents / forms are attached to the RFP. Please advise.

ANSWER: Please visit this link for eligibility requirement documents/forms:
<http://www.blueridgectc.edu/about-blue-ridge/procurement/> **1902 RFP Custom Food Truck
Addendum No. 2.**

2. Our company is a private entity and does not regularly provide financial disclosures to potential customers. What alternative documentation would suffice to adequately show the financial health of the company using publicly available / non-confidential information?

ANSWER: As far as the financial disclosure, treat this as if you were going to a bank to apply for a loan. Whatever documentation you can provide to prove your company's financial stability will be what we need.

3. The RFP states that the truck should be a "New Ford F9." This designation does not match up with any food trucks / chassis that we are aware of. Is Blue Ridge CTC open to vendor suggestions on the model and length of Ford truck to be used in the build, or do you have additional specifications that you can provide?

ANSWER: The preference is a New Ford F59 Step Van, Gasoline engine. Blue Ridge CTC is open to vendor suggestions on the model and length of Ford truck to be used in the build.

4. Given that the amendment will not be released until tomorrow, is the deadline for submissions going to be adjusted? Thanks!

ANSWER: The deadline for tomorrow is for answers to questions, the submission deadline is actually November 19th.