



**Kennebec Valley Community College  
92 Western Avenue  
Fairfield, ME 04937**

**Competitive Bid  
Request for Proposal  
Transcription Services**

Addendum 2  
23 June, 2016

Pursuant to Section 7.0 Interpretation of Contract Documents the following inquiry and reply has been issued in the form of Addendum #1 regarding KVCC's Competitive Request for Proposal Transcription Services, dated 14 June, 2016.

**Question #1 – Email received 06/22/16**

Page 6 of the proposal requests that we provide "evidence of authority to do business in the state of Maine." We have already worked with a number of colleges in Maine. What is an example of a document that serves this purpose?

**Reply #1 – 06/23/16**

An example of a document serving the purpose of showing a vendor's "evidence of authority to do business in the state of Maine", would be a "Statement of Authority" or "Foreign Qualification" form, filed with the State of Maine, Dept. of Secretary of State, Bureau of Corporations, Elections and Commissions. I've provided links below for more information. In addition, you may call the Bureau of Corporations, Elections and Commissions at: (207)624-7736

Corporate Name Search: <https://icrs.informe.org/nei-sos-icrs/ICRS?MainPage=x>  
Foreign Entities filing information: <http://www.maine.gov/sos/cec/corp/foreign.html>  
Statement of Authority: <http://www.maine.gov/sos/cec/forms/mlcsoa.pdf>