



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

**Competitive Bid  
Request for Proposal  
Graphic Design Services**

Addendum 1  
June 12, 2018

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 Graphic Design Services, dated June 8, 2018.

**Question #1-Email received June 12, 2018**

For Section 1D, what would qualify as "evidence of authority to do business in the state of Maine"? We're a Washington-based agency--would you like to see a copy of our business license? Or is there different documentation you'd like included?

**Reply #1**

An out of state corporation must provide documentation from the Maine Secretary of State that the said corporation has the authority to conduct business in the State of Maine. Information on obtaining this documentation may be found at <http://www.maine.gov/sos/cec/corp/foreign.html>.

**Question #2-Email received June 12, 2018**

What's the project's budget?

**Reply #2**

Decline to respond

**Question #3-Email received June 12, 2018**

How will you measure this project's success?

**Reply #3**

Project completion time and quality of product

**Question #4-Email received June 12, 2018**

Is there an incumbent vendor (i.e. an agency you're already working with)?

**Reply #4**

Yes

**Question #5-Email received June 12, 2018**

Is there a preference for agencies located in Maine?

**Reply #5**

No

**Question #6-Email received June 12, 2018**

Are on-site meetings a project requirement?

**Reply #6**

No