



# County of Roanoke

## FINANCE DEPARTMENT PURCHASING DIVISION

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February 21, 2018

### IFB #2018-066 Transcription Services

#### ADDENDUM NO. 3

#### Questions

**Due Date & Time:**  
**February 26, 2018 2:00PM**  
**(Local Prevailing Time)**

**IFB #2018-066**  
**Transcription Services**  
**ADDENDUM NO. 3**

Who is the incumbent company currently performing these services for the RCP?

**Answer:** Please refer to Addendum 1

If there is an incumbent, what are their current rates?

**Answer:** Please refer to Addendum 2

Do you have an expected and/or historical volume of total work for this contract?

**Answer:** Please refer to Addendum 2

What is the expected and/or historical volume of Spanish to Spanish and/or Spanish to English transcription?

**Answer:** Please refer to Addendum 2

What is the expected and/or historical volume of immediate 1-day turnaround of transcripts?

**Answer:** We do not have this data

Would the County be willing to change calendar day turnaround to business-day turnaround? This would match industry standards and provide better value to the County.

**Answer:** The County of Roanoke will evaluate the Vendors based on the submittals with the Current or suggested thoughts.

Was page 20 of the solicitation intentionally left blank?

**Answer:** Yes

Of the required forms, the signature sheet lists an area to include the bidder's Virginia business license number. Are bidders required to have a business license with the State at the time the proposal is submitted, or would it suffice for bidders to acquire a business license upon award? If so, may bidders list "Will acquire upon intent to award" in this portion of the signature sheet?

**Answer:** May obtain at time of award

**IFB #2018-066  
Transcription Services  
ADDENDUM NO. 3**

If your company is not in the State of Virginia do you need to have a Virginia business license?

**Answer:** No

**\*\*\*IMPORTANT\*\*\***

\*\*\*\*\*Please sign and return with your bid package\*\*\*\*\*

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Sign Name:

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Print Name:

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Date: