

**ADDENDUM #1**  
**City of San Ramon**  
**Request for Proposals for**  
**Collection and Processing Services**

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The purpose of this addendum is to repost revised sections of the Request for Proposals (RFP) document. All other specifications, terms and conditions of this RFP not addressed by this or other formal addenda issued by the City of San Ramon remain unchanged.

**RFP SECTION 4.3**  
**“PROPOSAL SUBMITTAL PROCESS”**

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**4.3.3 Step Three – Mandatory Pre-Proposal Meeting**

The mandatory pre-proposal meeting will be held at 11:00 a.m., on February 26, 2018 at City Hall located at 7000 Bollinger Canyon Rd, San Ramon, CA 94583. **Attendance at this meeting is mandatory.** The City may, but is not obligated to, reject proposals received from proposers that do not attend the pre-proposal meeting. Proposers are encouraged to submit questions in advance of the meeting (in accordance with Section 4.3.2) or prepare and pose questions at the pre-proposal meeting. Preliminary oral responses to questions will be provided at the discretion of City staff at the pre-proposal meeting.

Interested parties who demonstrate to the satisfaction of the City that they have no offices and/or representatives located within the greater San Francisco Bay Area may, upon advanced approval from the City, attend the pre-proposal meeting by conference call (or other remote meeting facilitation process, as specified by the City). Proposers interested in remote participation in the pre-proposal meeting must send such request in writing via email to [RecycleRFP@sanramon.ca.gov](mailto:RecycleRFP@sanramon.ca.gov).

Written responses to questions will be provided to all eligible proposers (those companies that registered pursuant to Step One and attended the pre-proposal meeting). In the event of any inconsistencies between oral responses provided at the pre-proposal meeting and written responses subsequently issued, the written responses must be used by proposers for the purpose of preparing proposals.