



## DEPARTMENT OF PROCUREMENT SERVICES

160 South Hollywood Street • Room 126 • Memphis, TN 38112 • (901) 416-5376

### NOTICE TO BIDDERS

**IFB# 08282020 Germantown HS Intercom System Replacement**  
**DEADLINE August 28, 2020 11:00 AM, Central Time**

Shelby County Schools (SCS) is accepting bids for the project listed above, in red. A Pre-Bid Conference will be held at Germantown High School at the scheduled time and location listed below. It is highly recommended the contractor's interested in bidding to attend the pre-bid conference. SCS will be practicing "Social-Distancing" for all Pre-Bid meetings and gatherings during this time period in order to promote a safe and healthy working environment for both employees and perspective bidders. Bidders are encouraged to wear appropriate PPE gear during these meetings.

**Germantown High School**  
**7653 Poplar Pike, Germantown, TN 38138**

**Friday, August 14, 2020 @ 9:30 AM/CST**

Once the Bid has been published, all communication regarding this project must be directed to Procurement Services. All questions or requests for clarification of technical issues and terms pertaining to this Bid must be emailed to: William Webb, [webbw@scsk12.org](mailto:webbw@scsk12.org) and Kim Carpenter [carpenterk@scsk12.org](mailto:carpenterk@scsk12.org) by 2:00PM/CST on August 18, 2020. Subject line of email shall read "Questions –IFB #08282020 Germantown HS Intercom System Replacement". Questions must specifically reference the section of the Bid to which the question pertains. In order to prevent an unfair advantage to any respondent, verbal questions will not be answered. Failure to adhere to this requirement may subject the respondent to immediate disqualification. All questions and answers will be posted as an addendum on Procurement's website at the end of the business day on August 21, 2020 by 4:00PM.

### IMPORTANT DATES:

<b>Bid Release</b>	<b>August 11, 2020</b>
<b>Pre-Bid Meeting</b>	<b>August 14, 2020, @ 9:30 am</b>
<b>Questions or Requests Due</b>	<b>August 18, 2020, @ 2:00pm</b>
<b>Questions and Answers Posted</b>	<b>August 21, 2020, 4:00 pm</b>
<b>Bid Due / Bid Deadline</b>	<b>August 28, 2020, @ 11:00 am</b>

Thank you.  
Procurement Services  
Shelby County Schools