



Department of Procurement Services

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

February 10, 2022

RE: Addendum #II: **RFP 02182022LJS Custodial Cleaning Services**

Dear Respondents:

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated January 28, 2022. The Contractor shall acknowledge receipt of this Addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

Item #1 – Pricing Schedule – Custodial Cleaning Services RFP Pricing Sheet with Staffing (Excel Spreadsheet)

The 411,901 square feet for Admin-SCS HQ (Former Bayer) has been added to the Pricing Schedule. The revised Pricing Schedule named Custodial Cleaning Services RFP Pricing Sheet with Staffing dated 02/09/2022. **Also, on the updated Pricing Schedule a line has been added for your Performance Bond Cost for each zone.**

Item #2 – PART V: SCOP OF SERVICES, Page 22, Section 1.7.2 Performance, Materials and Labor Bond

Delete “SCBE reserves the right to require a Performance, Materials and Labor Bond from the successful bidder. In such an event the documented cost for the Performance, Materials and Labor Bond will be reimbursed to bidder. If a notarized Performance, Materials and Labor Bond is required by the Owner the notarized Performance, Materials and Labor Bond must be from an insurance company licensed in the State of Tennessee for 100% of the contract amount awarded. If required the notarized Performance, Materials and Labor Bond must be provided to the Director of Purchasing.

Insert “SCBE requires a Performance Bond from the successful bidder. In such an event the documented cost for the Performance Bond will be reimbursed to bidder. If a notarized Performance Bond is required by the Owner the notarized Performance Bond must be from an insurance company licensed in the State of Tennessee for **25%** of the contract amount awarded. The notarized Performance Bond must be provided to the Director of Purchasing and **must** be submitted with the Respondent’s Proposal.

Thank You,

Procurement Services