



DEPARTMENT OF PROCUREMENT SERVICES

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

NOTICE TO BIDDERS

IFB #083024VK1, Teaching & Learning Academy and Shady Grove Elementary Roof Replacement

DEADLINE: August 30, 2024 @ 1:00 PM/CST

Memphis-Shelby County Schools (MSCS) is accepting bids for the project listed above, in **red**. A **mandatory** Pre-Bid Meeting will be held at the scheduled time and location listed below.

- Teaching & Learning Academy, check in at front office, 2485 Union Ave, Memphis, TN 38112, on August 21, 2024 @ 9:00 AM CST.
- Shady Grove Pre-K, check in at front office, 5360 Shady Grove Road, Memphis, TN 38120, on August 21, 2024 @ 10:30 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 Vanessa Ketcher at ketcherm@scsk12.org and Mary Taylor at taylorm15@scsk12.org by 10:00 AM/CST on August 22, 2024.

Subject line of email shall read “Questions – IFB #083024VK1, Teaching & Learning Academy and Shady Grove Elementary Roof Replacement.” Questions must specifically reference the section of the Bid to which the question pertains. To prevent an unfair advantage to any respondent, all questions and answers will be posted as an addendum/Q&A on Procurement’s website on August 23, 2024, by End of Day.

IMPORTANT DATES:

BID TIMELINE

Bid Posted	August 14, 2024
Pre-bid Date	See 3.0 Pre-bid Meeting Dates above.
Questions Due	August 22, 2024 @ 10:00 AM
Q&A Posted	August 23, 2024, by EOD
Bid Submission	August 30, 2024, @ 1:00 PM

Thank you.

Procurement Services
Memphis-Shelby County Schools