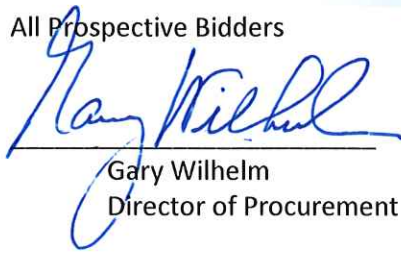


To: All Prospective Bidders

From:



Gary Wilhelm
Director of Procurement & Contract Administration

Date: January 16, 2020

Re: Project No. JS-013020
Janitorial Services RFP

This addendum is a part of the Contract Documents which modifies the original Bidding Documents dated January 8, 2020 as noted below. Acknowledge receipt of this Addendum in your proposal. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of two pages.

ADDENDUM #1

DELETE:

Specification; General; 1-J Payment; Delete this paragraph in its entirety.

ADD:

Specifications; General; 1-J Payment; Add the following:

Invoices will be processed for payment once every thirty (30) days.

QUESTIONS:

- 1.) Do the windows need to be cleaned semi-annually or monthly?(it is in two different places saying different) **Semi-annually**
- 2.) With paying twice a month, how will the breakdown of the pay per month be? **Payment will be made once every thirty (30) days (See Above).**
- 3.)If awarded the bid, how long do the company have to be bonded? **The company and its' employees must remain bonded for the duration of the contract.**
- 4.) Does the company awarded this bid have to hire people of low or very low income families only? **If you have a full staff you don't need to hire anyone however, if you need to hire someone we ask that you try and hire people of lower income See Section 3 requirements.**
- 5.) Who is the current company and the price? **The current price is insignificant. The current contractor is supplying everything and they work in the morning while our employees are working 7:00 AM to 8:30 AM**

6.) When do the current bid ends and the start date of the bid? **Once the bids are in and the committee evaluates the bidders then a recommendation will be made to the board of commissioners in late February. The new contractor may start his contract on or about March 2, 2020.**

The bid date will be changed to **2:00 PM on February 6, 2020.**

Please submit sealed bids to:

**Gary Wilhelm, Director of Procurement
1917 Harden Street
Columbia, SC 29201-1015**

If you have any question regarding this matter please feel free to call me at (803) 376-5047 extension 318.

END OF ADDENDUM NO.1