



ADDENDUM NO. 2

Issue Date: December 28, 2021

Project Name: Temporary Staffing Services

Bid Number: 2022017

Bid Opening Date: **January 7, 2022**

This addendum is being released to answer questions received to date. The information and documents contained in this addendum are hereby incorporated in the invitation to bid. **This addendum must be acknowledged on the bid form, or the bid may be declared non-responsive.**

Questions and Answers

1. In regards to the Bid Bond and Performance Bond on page 5. Are these waived since this is a staffing bid and not a construction bid? **No bond is required. Both are listed as "No" on the cover page of the bid document where the requirements are listed.**
2. Should mark up include cost of drug testing and background screening? Or can these be billed separately at time of order? **The percent markup must include all costs associated with the labor. Billing will only be made at the bid markup, based on our hourly rate for each position.**
3. Do you want a copy of the whole bid returned or just the Bid Forms, etc. with signatures? **There is no need to return our instructions or specifications to us. Only the following items are required to be submitted:**
 - Bid form (signed and with all noted attachments)**
 - Qualifications Questionnaire**
 - Drug Free Workplace Certification**
 - Sworn Statement Under Section 105.08**
 - Certification Regarding Prohibition Against Contracting with Scrutinized Companies**
 - Certification Regarding Lobbying**
4. Do you want the Sample Contract to be completed? **No. This is included so bidders are aware of the terms and conditions that will be associated with awarded work.**
5. Do you want any additional paperwork other than the documents that have a signature required? **Please submit one marked original and one copy of the items above in question 3.**