



City of Murfreesboro
Purchasing Department
111 West Vine Street
Murfreesboro, TN 37130

... creating a better quality of life

**Addendum No. 3
ITB-23-2017
Custodial Services**

February 01, 2017

This Addendum No. 3 is issued in response to questions received. Addendum No. 3 modifies the original solicitation and is hereby incorporated and all other terms and conditions remain except the portions modified by addendum.

1. Questions & Answers:

- a. Question:** What is the maximum insurance that a cleaning company has to have to cover all the buildings that are named under the City of Murfreesboro to clean?

Answer: Please refer to Section 3.1

- b. Question:** Another question, do I write out one contract for the all the facilities or a contract for each building?

Answer: The City will draw up the contract which will encompass all the facilities. You will Invoice each Dept. separately.

- c. Question:** Are we able to know what the previous cleaning company had the contract bid at?

Answer: This is the first time the City has done something like this. The only specific contract for this type of cleaning was just for the Fleet Department.

- d. Question:** Does that mean each individual building was responsible for their own contract and should have their prices?

Answer: The contract will be done as a whole with each Dept. named out in the contract. It's just the billing will be done separately.

- e. Question:** Can you explain how to fill in pricing sheet?

Answer: See example below:

Purchasing Department

Fleet Department:

Price per month to clean: \$1000 Ea. x 12 months = \$12,000

Price to strip & wax floor: \$1000 Ea. x 4 times per year = \$4,000

Total Cost: \$16,000

Bidders are required to acknowledge receipt of **Addendum No. 3** in the space provided on the Signature Sheet in the original formal solicitation document.

Failure to acknowledge all addenda may be cause for rejection of the response.

Purchasing Department