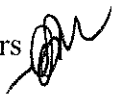


### ADDENDUM NO. 3

DATE: January 2, 2018

TO: All Potential Bidders 

FROM: Julie Smith Maxwell, Procurement Specialist

SUBJECT: Addendum No. 3 – Janitorial Services at Safety City

BIDS TO BE OPENED: January 11, 2018, at 11:00:00 a.m. Eastern Time

This addendum is being published to respond to questions asked by potential bidders regarding the above-referenced Invitation to Bid. This addendum becomes a part of the Contract Document and modifies the original specifications as noted.

**Question 1:** What is the square footage?

Response: The City of Knoxville offers rough square footage estimates for the administration building at 3,000 sq. ft. and the Fire Safety house at 1,200 sq. ft. There is no estimate provided for the restroom inside the garage. These are rough estimates and are not guaranteed measurements. The City provided a pre-bid meeting on December 27, 2017; allowing all interested bidders an opportunity to view and take personal measurements for the entire service area covered under the scope of this contract.

**Question 2:** How many people cleaned and how many hours did it take each night?

Response: The City does not keep a record of current vendor's daily staff needs or the length of daily stay to meet the current cleaning standards. As noted on page 6 of the Invitation to Bid, "Hours of Cleaning: Monday through Friday, between the hours of 1:30 p.m. and 4:00 p.m." As noted in Addendum 2, the City has advised vendors there is the possibility of starting work at 1:15 p.m. and staying as late as 4:30 p.m. with coordination of the Safety City staff.

**Question 3:** Where you happy with the last contractor?

Response: The current contract for these services has ended. It is a requirement that the City bid this project for competitive bid. Performance of the current vendor is not relevant to the current solicitation process.

**Question 4:** When was the last time this facility was up for janitorial bid?

Response: 2012

**END OF ADDENDUM NO. 3**