



JUNE 22, 2018

Re: 18ITB052218-DRR, JANITORIAL SERVICES

Dear Respondent(s):

Attached is one (1) copy of Addendum 3, hereby made a part of the above referenced 18ITB052218-DRR, Janitorial Services.

Except as provided herein, all terms and conditions in the 18ITB052218-DRR referenced above remain unchanged and in full force and effect.

Sincerely,

Donald R. Riley

**Donald R. Riley, CPPB
Purchasing Specialist**

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This Addendum forms a part of the contract documents and modifies the original ITB documents as noted below:

The due date for this project has been MODIFIED to reflect the new due date of June 28, 2018 at 12:00 P.M. EST.

Attached hereto are responses to questions submitted in reference to the above ITB solicitation along with an updated bid pricing form.

Except as provided herein, all terms and conditions in the bid referenced above remain unchanged and in full force and effect.

Failure to return a signed copy of this addendum could render your bid non-responsive.

ACKNOWLEDGEMENT OF ADDENDUM NO. 3

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Finance Department - Purchasing Division, City of Stockbridge, 4640 Henry Boulevard, Stockbridge, Georgia 30281 by the quote due date and time **JUNE 28, 2018 before 12:00 P.M. (NOON) E.S.T.**

This is to acknowledge receipt of Addendum No. 3, _____ day of _____, 2018.

Legal Name of Bidder

Signature of Authorized Representative

Title

QUESTIONS REGARDING 18ITB052218-DRR, JANITORIAL SERVICES:

1. If the City would be willing to provide the past 3 to 4 months of invoices to show the costs of consumables. This way I will be able to submit a more accurate bid.

Response: The supplies consumed by the City varies from location to location and the City does not keep an accurate count of supplies because it is the responsibility of the awarded Contractor to provide all chemicals, cleaning equipment, cleaning products, mops, brooms, 6' extension handles, ladders, buckets, trash can liners, trash bags, paper towels, toilet paper vacuum cleaners and any other items necessary to accomplish cleaning in an acceptable manner.

2. Approximately how many events are planned for the year and approximately on average, how many people are expected to attend each event?

Response: The City Events Department hold events at the Ted Strickland and the Merle Manders Conference Center from Sunday to Sunday. Most events are privately held events; therefore, the City does not require a total.

In 2017, the City host about 300 events; if it was a theater seating event it will hold up to 400 individuals per event.