



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

March 22, 2024

### ADDENDUM # 1

Bid Number: 50-00144751

Receipt Date: April 9, 2024

Labor, Materials & Equipment to Provide A Two (2) Year Janitorial Contract for Dedicated Facilities Under Jurisdiction of The Department of Juvenile Services.

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#### Questions & Answers:

1) **QUESTION:** My subcontractor attended the mandatory pre-bid conference. I did not. Am I still able to bid on the RFP?

**ANSWER-** This is a re-bid. There is no pre-bid for this bid, only site visits.

2) **QUESTION:** Is there a current incumbent? If so, may I have the awarded amount?

**ANSWERS-** This information cannot be supplied. It would have to be acquired via a Public Records Request.

3) **QUESTION:** Is a pending LA State Contractor license acceptable. I believe it may not be finalized until after the April 9 deadline.

**ANSWER-** No. A current License with the required Category is needed when bid submission is made.

4) **QUESTION:** The Instruction for bidders and General Conditions for the above referenced bid number (Additional Requirements #1) states: All bidders must attend a mandatory pre-bid conference. However, the bid specification states that contractors are allowed to schedule walk throughs with the property management if needed. Can you advise if a mandatory pre-bid conference or a site visit is required for this bid?

**ANSWER-** Please be advised there is **NO MANDATORY PRE-BID**. Please disregard the #1 on the Additional Requirements. However, its is "HIGHLY RECOMMENDED" that you schedule a Site Visit to familiarize yourselves with the sites and the required work.

**\*\*\* THE DEADLINE FOR QUESTIONS IS MARCH 27<sup>TH</sup> BY 4:00 P.M. \*\*\***

**\*\*\*PLEASE REMEMBER TO ACKNOWLEDGE EACH ADDENDUM BY NUMBER ON YOUR BID SUBMISSION\*\***

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Sincerely,

**Shanna Folse, Purchasing Specialist II**  
**Jefferson Parish Purchasing Department**

**Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.**

**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.**