



**Office of the Mayor-President**  
Purchasing Division

City of Baton Rouge  
Parish of East Baton Rouge  
222 Saint Louis Street, 8<sup>th</sup> Floor  
Room 826  
P.O.Box 1471  
Baton Rouge, Louisiana 70821

225/389-3259 FAX 225/389-4841  
[purchasinginfo@brgov.com](mailto:purchasinginfo@brgov.com)

**Paul Narcisse**  
Purchasing Director

**ADDENDUM NO. 1**  
**April 12, 2024**

Your reference is directed to **File Number: 24-091051, Solicitation Number: A24-91051**, for: **Grout Cleaning for EBRP Libraries** which is scheduled to open at **11:00 a.m.**, on **April 16, 2024** for: **EBRP Libraries**.

**The bid opening has been extended from 11:00 a.m., April 16, 2024 to 11:00 a.m., April 23, 2024.**

**Question 1:** do we check the box on page 33?

**Answer 1:** *No, City Parish will check the box on the form.*

**Question 2:** do we fill out page 51, 52, 53, 54, 57&58?

**Answer 2:** *The only pages that needs to be completed are pages 54 and 57.*

**Question 3:** Could you provide a simplified list outlining all items/documents that are required to be submitted along with our proposal?

**Answer 3:** *There is no list, but you must submit all required documents.*

**Question 4:** All applicable chemicals, herbicides, pesticides and hazardous materials must be registered for sale in Louisiana by the Department of Agriculture, State of Louisiana, registered with the EPA and must meet all requirements of Louisiana State Laws. Bidders should submit product label, material safety data sheet and EPA registry number with bid or within five (5) days of request from purchasing office. I would like to inquire about the material safety data sheet mentioned in bold. Is there a specific template for this document, and could you clarify whether it needs to be submitted with the bid or on an as needed basis?

**Answer 4:** *No, it does not have to be submitted with the bid*

**Question 5:** Furthermore, I seek clarification on the item marked as \_\_\_\_\_ STATE DELIVERY DAYS MAXIMUM AFTER RECEIPT OF ORDER. Please provide further details or specifications regarding this requirement.

**Answer 5:** *How soon could you start service*

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This addendum is hereby officially made a part of the referenced solicitation and should be attached to the bidder's proposal or otherwise acknowledged therein.

If you have already submitted your proposal and this addendum causes you to revise your original bid, please indicate changes herein and return to Purchasing prior to bid opening in an envelope marked with the file number, bid opening date, and time. If this addendum does not cause you to revise your bid, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

cc: Bid File 091051-24

[ssylvan@brla.gov](mailto:ssylvan@brla.gov)  
225-389-3259 x 3263

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Signature

Date

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Company