



DIVISION OF FINANCE – PURCHASING DEPARTMENT

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**ADDENDUM #1
RFP #24-0038
CUSTODIAL SERVICES FOR THE
SEDGWICK COUNTY FIRE DISTRICT 1 ADMINISTRATION OFFICE**

August 29, 2024

The following is to ensure that vendors have complete information prior to submitting a proposal. Here are some clarifications regarding the proposal for Custodial Services for the SCFD 1 Administration Office.

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

- Due to scheduling conflicts, the pre-proposal facility walk-through scheduled for Friday, August 30, 2024 at 10:00 a.m. has been postponed until Friday, September 6, 2024 at 10:00 a.m.**
- Because of the delay in the pre-proposal walk-through, the timeline has been revised.**

Pre-Proposal walk through – 10:00 A.M. CDT MANDATORY	September 6, 2024
Questions and clarifications submitted in writing by 5:00 pm CDT	September 11, 2024
Addendum Issued by 5:00 pm CDT	September 16, 2024
Sealed Proposal due before 1:45 pm CDT	September 24, 2024
Evaluation Period	September 25 – October 4
Board of Bids and Contracts Recommendation	October 10, 2024
Board of County Commission Award	October 16, 2024

Firms interested in submitting a proposal, must respond with complete information and **deliver on or before 1:45 pm CDT, Tuesday, September 24, 2024**. Late proposals will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL RESPONSE PAGE.”

Sincerely,

Britt Rosencutter
Purchasing Agent

BR/ks

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