



PURCHASING DEPARTMENT

COLE COUNTY COMMISSION

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To: All Interested Parties
From: Jessica Bryant, Cole County Purchasing Agent
Date: March 24, 2021
Re: Addendum One to Cole County Bid No. 2021-14: Cleaning

The following information hereby becomes part of the above-referenced Request for Bid and shall be fully considered in the preparation of your response.

The following items were discussed during the Pre Bid Meeting:

- Waxing the floor can be done on an as needed basis at the facilities if approved by the department.
- The LAB, in the Health Department, will need to be added to the daily cleaning.
- An additional line item has been added to the Bidder Response Form for buffing the floors. The county will need the cost per the number of times per year.
- When supplies run short or are out, the supply list have to be given to our Maintenance Director by noon on Tuesdays.

The bid receipt date and time HAVE NOT CHANGED; submissions will be received until Thursday, April 8 at 3:00 p.m.

I/We have received Addendum Number One to Bid No. 2021-14 and have fully considered the information provided in preparing a response.

Name of Company

Agent and Title

Authorized Signature