



Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

July 2, 2020

RE: Addendum #1: IFB#07062020 – **Social Distancing Signage Throughout SCS District**

Dear Bidders:

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated June 26, 2020. The Contractor shall acknowledge receipt of this Addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

Item #1

Type of Exterior Signage Stand– Please see spec sheet for the dimension and type of exterior stand for the Social Distancing Signage Throughout SCS District project. The type will be a plasticade sign frame that will be 24” x 36”. The color will be black.

Item #2

Questions and Responses– Please see below for the following questions and responses to IFB #07062020 Social Distancing Signage Throughout SCS District.

Question

1. What size is floor marker?

Response

1. **As indicated in the IFB, the floor marker decal will be 10” circular with a slip-proof surface for durability after installation. The decal will also have a self-adhesive backing for installation.**

Question

2. What size is poster?

Response

- 2. As indicated in the IFB, all posters will be 11” x 17” in size. At this time, no adhesive backing is required as the District will decide what type of application it will use to attach the poster to the variety of surfaces throughout the District.**

Question

3. What material is the poster?

Response

- 3. As indicated in the IFB on page 2, Scope of Work, the material will be 80-pound cover weight with gloss.**

Question

4. Do we need to provide materials to hang / display posters?

Response

- 4. At this time, no material is required to be included for hanging posters. The District will elect how to proceed with hanging posters once the posters have been delivered.**

Question

5. I have some questions on the print totals of the social distancing printing estimates, mainly the interior posters. The charts headers, for example, # of limited quantity posters (5) types per location total per site”. The total at the bottom is 3,500. Does this indicate 125 x 5 posters? Or 25 of each poster = 125 per site (28 x 125 = 3,500).

Response

5. **Given the massive number of quantities requested, the attached documents include totaling each categories for each group so the vendor would not have to do so. I do recommend checking the totals that are included. A separate bid sheet for each group was also included so you can compute your price with each grouping as you also include your total price on the Bid Proposal Form which is located in Appendix H. You can include your bid form totals for each group with your Bid Proposal form.**

Item #3

Bid Submission Drop off Location– Please ensure that your bid is delivered to 1364 Farmville Road, Construction Procurement Department. Please contact William Webb once arriving to the building, at 901 319-4223. A sign in sheet will be available at the front desk for you to sign and submit your bid package. Also, please review and include all Appendix forms that are requested with your bid package.

Thank you,
Procurement Services.