



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB# 03012021 Indoor Bleachers Preventative Maintenance Services**  
**DEADLINE March 1, 2021 11:00 AM, Central Time**

Shelby County Schools (SCS) is accepting bids for the project listed above, in red. A mandatory Pre-Bid Conference will be held at the scheduled time and location listed below. It is highly recommended the contractor's interested in bidding to attend the pre-bid conference. SCS will be practicing "Social-Distancing" for all Pre-Bid meetings and gatherings during this time period in order to promote a safe and healthy working environment for both employees and perspective bidders. Bidders are encouraged to wear appropriate PPE gear during these meetings.

SCS Construction & Facilities Warehouse  
1364 Farmville Rd., Memphis, TN 38122

Wednesday, February 17, 2021 @ 9:30AM/CST

Once the Bid has been published, all communication regarding this project must be directed to Procurement Services. All questions or requests for clarification of technical issues and terms pertaining to this Bid must be emailed to William Webb, [webbw@scsk12.org](mailto:webbw@scsk12.org) and LaJuanna Jones-Sulton, [jonessultonlm@scsk12.org](mailto:jonessultonlm@scsk12.org) by 2:00PM/CST on February 22, 2021. Subject line of email shall read "Questions –IFB #03012021 Indoor Bleachers Preventative Maintenance Services". Questions must specifically reference the section of the Bid to which the question pertains. In order to prevent an unfair advantage to any respondent, all questions and answers will be posted as an addendum on Procurement's website at the end of the business day on February 25, 2021 by 4:00PM.

### IMPORTANT DATES:

Bid Release	February 12, 2021
Pre-Bid Meeting	February 17, 2021, @ 9:30 am
Questions or Requests Due	February 22, 2021, @ 2:00pm
Addendum Posted	February 25, 2021, @ 4:00 pm
Bid Due / Bid Deadline	March 1, 2021, @ 11:00 am

Thank you.  
Procurement Services  
Shelby County Schools