



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

#### **RFP # 05172022MT ENERGY MANAGEMENT / BUILDING AUTOMATION SYSTEM - TECHNICAL AND MAINTENANCE SERVICES**

**DEADLINE: May 17, 2022 @ 11:00 AM Central Time**

Memphis - Shelby County Schools (MSCS) is accepting bids for the project listed above, in **red**.

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 Mary Taylor, [taylorm15@scsk12.org](mailto:taylorm15@scsk12.org) and LaJuanna Jones-Sulton, [jonessultonlm@scsk12.org](mailto:jonessultonlm@scsk12.org) by 2:00 PM/CST on May 3, 2022. Subject line of email shall read "RFP # 05172022MT – EMS/BAS SERVICES RFP". 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 on May 5, 2022, by 4:00pm.

#### **IMPORTANT DATES:**

<b>Bid Release</b>	<b>April 26, 2022</b>
<b>Pre-Bid Meeting</b>	<b>N/A</b>
<b>Questions or Requests Due</b>	<b>May 3, 2022 @ 2:00 pm</b>
<b>Questions and Answers Posted</b>	<b>May 5, 2022 @ 4:00 pm</b>
<b>Bid Due / Bid Deadline</b>	<b>May 17, 2022 @ 11:00 am</b>

Thank you.  
Procurement Services  
Shelby County Schools