



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB# 04262021 Facilities – John P. Freeman OS Marquee Sign**  
**DEADLINE: April 27, 2021 at 11:00 AM, Central Time**

Shelby County Schools (SCS) is accepting bids for the project listed above, in **red**. It is recommended that interested bidders visit Ford Rd. Elementary School at the location listed below prior to April 15, 2021.

John P. Freeman Optional School  
5250 Tulane Rd., Memphis, TN 38109

Principal Coleman  
901-416-3156

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 Kim Carpenter [carpenterk@scsk12.org](mailto:carpenterk@scsk12.org) by 2:00PM/CST on April 21, 2021. Subject line of email shall read “Questions –IFB#04272021 John P. Freeman OS Marquee Sign”. Questions must specifically reference the section of the Bid to which the question pertains. In order to prevent an unfair advantage to any respondent, verbal questions will not be answered. Failure to adhere to this requirement may subject the respondent to immediate disqualification. All questions and answers will be posted as an addendum on Procurement’s website at the end of the business day on April 23, 2021 by 4:00PM.

Bids Must be delivered to SCS Procurement Services Department at 160 S. Hollywood St., Room 126, Memphis, TN 38112 on April 27, 2021 no later than 11:00 AM CST.

### IMPORTANT DATES:

Bid Release	April 12, 2021
Questions or Requests Due	April 21, 2021 @ 2:00 pm
Questions and Answers Posted	April 23, 2021 @ 4:00 pm
Bid Due / Bid Deadline	April 27, 2021 @ 11:00 am

Procurement Services  
Shelby County Schools