



**CITY OF ROCKVILLE
ROCKVILLE, MARYLAND**

ADDENDUM #1

INVITATION FOR BID #17-23

JANITORIAL SERVICES

ATTENTION ALL POTENTIAL BIDDERS: This addendum is issued to clarify, add to, delete from, correct and/or change the IFB documents to the extent indicated and is hereby made a part of the said IFB documents. Bidders are required to acknowledge receipt of the addendum by signing in the appropriate space below. Failure to do so may subject your quote to disqualification. The addendum may also be downloaded from the City's website at: www.rockvillemd.gov .

Regarding the **Pre-Bid/Site Visit Meeting**
(Section 1.4, bottom of page 5 of IFB 17-23):

~~1.4 PRE-BID/SITE VISIT MEETING An in-person pre-bid/site visit meeting will be held on TUESDAY, FEBRUARY 28, 2023, at 10:00 am ET, in the Mayor and Council chambers, 3rd floor, 111 Maryland Avenue, Rockville, MD 20850. Please RSVP your attendance to pryan@rockvillemd.gov no later than 9AM ET Tuesday February 28, 2023. Due to the importance of all bidders having a clear understanding of the specifications/scope of work for this solicitation, attendance at pre-bid meeting and all site visits are mandatory. A map will be provided to all pre-bid conference attendees prior to the site visits. A walking tour will commence immediately following the pre-bid conference. The tour will include site visits to City Hall, Rockville Police Station and Annex, Courthouse Square Park and Monroe Street Elevator. IFB #17-23 JANITORIAL SERVICES Page 6 of 67 Upon completion of the walking tour, bidders are required to continue the site visits via their own transportation to the following locations: Thomas Farm Community Center, Rockville Swim and Fitness Center, Lincoln Park Community Center, 6 Taft Court, Montrose Community Center (Day Care), Rockville Water Treatment Plant and Unity Bridge. To continue in the spirit of fair competition, each bidder shall be required to sign a sign-in sheet at each walking tour and site visit. Bidders are not allowed to request further site visits after the day of the Pre-Bid, unless the site visit is made to public facilities listed within the IFB. Prior to visiting the public facilities, the Contract Administrator shall be contacted 48 hours in advance by bidders in order to alert City employees of the anticipated visit. Attendance at the pre-bid conference and site visits is mandatory. Failure to attend the mandatory pre-bid conference and site visits shall result in bid disqualification. No exceptions.~~

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continued

Both the **Pre-Bid and Site Visit** meetings will be virtual.

Please use this REGISTER link below (the link below will allow you to register your name and email and also provide access to the meeting):

Register For Pre-Bid VIRTUAL Meeting Here:

[REGISTER](#)

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

ISSUED BY: PAT RYAN, PRINCIPAL BUYER, 02/27/2023

ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1 BY SIGNING BELOW AND RETURNING A COPY OF THE ADDENDUM WITH YOUR PROPOSAL OR ACKNOWLEDGING IN YOUR PROPOSAL.

NAME OF BIDDER: _____

PROPOSAL DUE DATE: (UNCHANGED 2:00PM (ET), THURSDAY, MARCH 23, 2023