



DIVISION OF FINANCE – PURCHASING DEPARTMENT

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ADDENDUM #1 RFB #24-0041 FIRE ALARM TESTING AND INSPECTION

November 22, 2024

The following is to ensure that vendors have complete information prior to submitting a **bid**. Here are some clarifications regarding the bid for Fire Alarm Testing and Inspection for Facilities Maintenance.

Questions and/or statements of clarification are in **bold** font and answers to specific questions are *italicized*.

1. Are any of the inspections required to be done outside of normal business hours of 8:00 AM – 5:00 PM?

There are multiple facilities that will be required to test outside of normal business hours to refrain from disturbing normal business. The Main Courthouse is typically tested on a weekend due to court proceedings. All other facilities can be tested by scheduling with Facilities Maintenance and starting an hour or two earlier than normal business hours to check horn/strobes and then finishing inspections during normal hours.

2. Will an escort be provided when needed?

Yes, Maintenance staff will be present during all inspections.

3. Have past deficiencies from previous years been repaired, if not will a list of those be provided before the inspection?

Yes, all deficiencies are cleared after every inspection.

4. Will the awarded vendor be responsible for preparing repair quotes to rectify system deficiencies found during the inspections?

Yes, a quote will be required for rectifying any deficiencies found during the inspection.

Firms interested in submitting a **bid**, must respond with complete information and **deliver on or before 1:45 pm CST, December 17, 2024**. Late **bids** will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE *BID* RESPONSE PAGE.”

Tammy Culley
Purchasing Agent

TC / ch

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