



Appomattox County, Virginia Purchasing Office

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Date: April 25, 2015

Project Name/Description: *Appomattox Courthouse Cleaning and Janitorial Services*

Bid Number: 16-001

Addendum #2

To provide additional clarification on some key points, we are releasing this document as Addendum #2:

- 1) **Time of day to clean the facility:** As was noted during the Pre-Proposal Meeting, some areas of the building are cleaned before the offices close at 4:30 PM while some of the areas are cleaned after 4:30 PM. I would expect that this pattern would continue and even more of the offices would be cleaned before 4:30 PM, saving the public areas for after hours. However, this will be subject to negotiations with the successful offeror.
- 2) **How to break down the invoice in terms of time periods:** We are looking for a per-month cost to do the complete job. Ideally it will be a consistent cost across the 12 months and would build in all the activities required of the daily, weekly, monthly, biannually and yearly activities.