



Nicholls State University

Purchasing Office

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**ADDENDUM NO 2
FOR
NICHOLLS STATE UNIVERSITY
THIBODAUX, LOUISIANA
06/10/2024**

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Bid SB01889 – Floor Mat Service Contract

Bids are Due at 3:00 PM on 06/25/2024

This addendum is hereby made a part of the Bidding Documents to the extent as though it was originally included therein.

This addendum, should be acknowledged on the Bid Submission Checklist Page provided in the specifications.

Purpose of Addendum:

1. Provide revised page 11 of Specification – the original page provided the incorrect number of mats on Section I. Scope of Services

Terry G. Dupre
Director of Purchasing, Property Control
and Support Services Administration

**SPECIFICATIONS OF CONTRACT
NICHOLLS STATE UNIVERISTY
FLOOR MAT SERVICE**

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I. Scope of Services

The University shall enter into a contract for floor mat service. The vendor agrees to provide clean floor mats to the locations listed on the attached list and replace each mat EVERY FOUR WEEKS with a clean mat. Failure to change out every mat when required may result in a reduction of the invoice presented to the University for payment.

Bidders are provided with sheets in the bid document that detail the building, the number of mats in that building, and the type of mats in the building. The sheets also provide the exact location that the mats shall be placed.

3 X 5 Logo Mats (Minimum Size 35" X 59") Total for All Buildings: 15

4 X 6 Logo Mats (Minimum Size 47" X 71"): Total for All Buildings: 72

3 X 5 Regular Mats (no logo) (Minimum Size 35" X 59"): 25

4 X 6 Regular Mats (no logo) (Minimum Size 47" X 71"): 102

This is the total number of mats to be serviced under this contract. The quantity may be increased or decreased based on need, however, approval to increase or decrease must come from the purchasing department.

II. Contract Period

The initial contract period between the University and the successful bidder shall be from July 1, 2023 through June 30, 2024. At the option of the University and acceptance by the vendor, the contract may be renewed annually for two additional years at the same rates, terms, and conditions.

III. Product Description

The mats shall be constructed of nylon and fiberglass, with a black vinyl back. The back shall be constructed as to prevent sliding. The nylon pile shall be tufted into fiberglass and the fiberglass welded to the vinyl. The University will provide camera ready artwork for the production of the logo mats.

Quality Assurance: All mats delivered to NSU shall be properly cleaned and removed all dirt, dust, sand, and stains. Mats shall be treated to effectively pick up and retain dirt, dust, and sand. Mats shall be free from any objectionable odors. Mats should lay flat when placed on floor. Curled mats are a safety hazard and will not be acceptable.

IV. Schedule

All mats shall be replaced every four weeks. Successful bidder shall contact the following persons to schedule times:

Ms. Alexis Johnson (985) 448-4868 for all buildings listed Under Academic/Support Buildings

Ms. Katlyn Callahan (985) 448-4010 for Athletic Barker Building & Chabert Hall

Ms. Margo Badeaux (985) 448-4518 for Bookstore and Student Union

Mr. Alex COad (985) 493-3304 for all Residence Halls

Ms. Kat Harrell Slosarek (985)-493-2744 for Recreation Center

Mrs. Lisa Kleibert 985-493-2573 for Bayou Region Incubator Building