

Office of State Procurement
State of Louisiana
Division of Administration

JEFF LANDRY
GOVERNOR



TAYLOR F. BARRAS
COMMISSIONER OF ADMINISTRATION

April 23, 2025

ADDENDUM NO. 03

Your reference is directed to RFx Number 3000024422 for the Invitation to Bid for the State of Louisiana – Emergency Temporary Medical Staffing – LDH, which is currently scheduled to open at 10:00 A.M. CT on May 1, 2025.

Following are the Vendors' Inquiries received by the deadline date of April 3, 2025 and the State's Responses:

Vendor's Inquiry #1: Budget: Is there an estimated or allocated budget for this contract?

State's Response #1: The State cannot provide an estimated or allocated budget amount. This solicitation is to establish an Agency Term Emergency Contingency Contract(s). The contract(s) will only be utilized when the Governor declares a State of Emergency.

Vendor's Inquiry #2: Previous Incumbent: Could you share the name of the previous contract holder (if applicable)?

State's Response #2: This is a solicitation for Emergency Temporary Medical Staffing. To view the current contracts, please refer to the LA eCat by using the link below:

https://wwwcfprd.doa.louisiana.gov/osp/lapac/eCat/dsp_eCatSearchLagov.cfm

The current contracts in places are 4400025717, 4400025718, 4400025719, 4400025740, 4400025799, 4400025821, 4400025822, 4400025823, 4400025824 and 4400025225.

Vendor's Inquiry #3: Staffing Needs: How many individuals are required per position, and what are the specific roles or titles needed?

State's Response #3: This is unknown at this time. This is an open-ended requirements contract and will only be utilized when an emergency is declared by the Governor of the State of Louisiana. See Staffing Disciplines section on page 1 of Attachment B – Scope of Work.

Vendor's Inquiry #4: Work Locations: Can you confirm where services are expected to be provided (facilities, cities, or regions)?

State's Response #4: The State cannot provide specific work locations at this time. Please refer to Attachment B – Scope of Work, page 3, Locations of Work.

Vendor's Inquiry #5: Insurance Requirements: Will the primary contractor be required to carry all insurances, or can qualified subcontractors maintain the necessary coverage independently?

State's Response #5: Yes, the primary Contractor will be required to carry all insurances. Please refer to Attachment A – Standard Terms and Conditions, page 5, Insurance Requirements for Contractors.

Vendor's Inquiry #6: Is this a new contract or renewal of an existing contract?

State's Response #6: This is a solicitation to re-establish a new Agency Term Emergency Contingency Contract(s). See State's Response #2 for current contract information.

Vendor's Inquiry #7: If there is an existing contract, could you please share the names of the current vendors and their pricing?

State's Response #7: See State's Response #2.

Vendor's Inquiry #8: What is the estimated budget for this contract?

State's Response #8: See State's Response #1.

Vendor's Inquiry #9: Is it mandatory to subcontract?

State's Response #9: No, it is not mandatory to subcontract. See Subcontracting section on page 4 of Attachment B – Scope of Work.

Vendor's Inquiry #10: In order to be considered responsive for this solicitation, is it mandatory to bid on all positions?

State's Response #10: It is not mandatory to bid on all positions to be considered responsive for this solicitation. See Section 5. Multiple Awards on page 10 of Attachment A and Bid Requirements and Contract Award section on page 3 of Attachment B.

Vendor's Inquiry #11: Is there a minimum number of hours required for the service?

State's Response #11: There is no minimum number of hours required, however, deployments are typically 12 hour shifts per day. This solicitation is to establish an Agency Term Emergency Contingency Contract(s) that will only be utilized during an emergency declared by the Governor of the State of Louisiana.

Vendor's Inquiry #12: Is this a newly initiated project, or is it a continuation of an existing one?

State's Response #12: See State's Response #6.

Vendor's Inquiry #13: If it is ongoing, kindly provide the names of the current service providers/incumbent vendors?

State's Response #13: See State's Response #2.

Vendor's Inquiry #14: Could you provide details on the previous expenditure associated with this contract?

State's Response #14: See State's Response #1.

Vendor's Inquiry #15: Could you confirm if it is possible to obtain the proposals or pricing details of the incumbent vendors?

State's Response #15: Please refer to our website link below for instructions on how to submit a Public Records Request for this information: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #16: Are there any specific challenges or issues currently being faced with the existing vendors?

State's Response #16: The State cannot provide this information at this time. If you would like documentation regarding any contracts, please submit a public records request: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #17: Can you clarify the expected number of awards for this solicitation?

State's Response #17: Refer to Attachment A – Standard Terms and Conditions, page 10, Contingency Terms and Conditions, 5. Multiple Awards.

Vendor's Inquiry #18: Is there any preference or priority given to local vendors for this contract?

State's Response #18: No preference or priority are given to local vendors.

Vendor's Inquiry #19: What is the estimated budget for this contract?

State's Response #19: See State's Response #1.

Vendor's Inquiry #20: Is there any incumbent for this contract (or) is this for a new contract? If so, can you please let us know the names of the incumbents?

State's Response #20: See State's Response #2.

Vendor's Inquiry #21: Are there any pain points or issues with the current vendor(s)?

State's Response #21: See State's Response #16.

Vendor's Inquiry #22: How many positions were used in the previous contract?

State's Response #22: If you would like more information regarding previous contracts, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #23: How many awards to be made under this contract?

State's Response #23: See State's Response #17.

Vendor's Inquiry #24: Once awarded, how does the LDH release requirements? Is it through a portal or email?

State's Response #24: Once awarded, LDH will release requirements when needed via email.

Vendor's Inquiry #25: Is there a local preference for this opportunity?

State's Response #25: See State's Response #18.

Vendor's Inquiry #26: Do we need to attach the subcontractor certification in the response??

State's Response #26: Please refer to Subcontracting section on page 4 of Attachment B – Scope of Work.

Vendor's Inquiry #27: Could you confirm if a kickoff meeting will be scheduled after the award?

State's Response #27: Yes, LDH will hold a meet and greet to discuss contract expectations after the award.

Vendor's Inquiry #28: What is the procedure for requesting and accessing these public records?

State's Response #28: If you would like more information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #29: I would like to know if we can bid on parts of this solicitation, i.e., nurses only.

State's Response #29: Yes, you can bid on parts of this solicitation.

Vendor's Inquiry #30: What is the total budget allocated to this contract?

State's Response #30: See State's Response #1.

Vendor's Inquiry #31: Is this a new requirement or any incumbents currently performing the services?

State's Response #31: See State's Response #6.

Vendor's Inquiry #32: If there are incumbents, can we have the names and if possible, a copy of their past contract with the agency?

State's Response #32: See State's Response #2 for information regarding current contracts.

If you would like previous contract information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #33: How many awards are to be made under this contract?

State's Response #33: See State's Response #17.

Vendor's Inquiry #34: Regarding Hourly rates, would you prefer single hourly rates or range hourly rates?

State's Response #34: Attachment C – Price Sheet includes only Hourly Rates and Overtime Rates.

Vendor's Inquiry #35: How many requirements are anticipated to be released annually?

State's Response #35: Requirements anticipated are based on the type and scope of the Emergency declared by the Governor of the State of Louisiana when an emergency has been declared by the Governor of the State of Louisiana and not annually. See Quantities section on page 4 of Attachment A – Standard Terms and Conditions.

Vendor's Inquiry #36: What all challenges you are facing with the current contractor?

State's Response #36: See State's Response #16.

Vendor's Inquiry #37: What all areas of improvement you are seeking from the new vendor?

State's Response #37: See State's Response #16.

Vendor's Inquiry #38: How much the agency has spent on this staffing contract in last 3 years?

State's Response #38: If you would like more information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #39: Is this a single-award or multiple-award contract?

State's Response #39: See State's Response #17.

Vendor's Inquiry #40: Can you please confirm the total number of vendors to be awarded this contract?

State's Response #40: See State's Response #17.

Vendor's Inquiry #41: How will job requests be shared among multiple awarded vendors?

State's Response #41: Jobs will be determined by the Louisiana Department of Health when a State of Emergency has been declared by the Governor of Louisiana.

Vendor's Inquiry #42: Will all job requests be shared among all awarded vendors simultaneously?

State's Response #42: No, job requests will not be shared among all awarded vendors.

Vendor's Inquiry #43: Is there any ranking system for sharing job requests among awarded vendors, such as the primary bidder, the secondary bidder, and then other awarded bidders?

State's Response #43: No, there is no ranking system for sharing job requests.

Vendor's Inquiry #44: Is this a new contract or a renewal of an existing contract?

State's Response #44: See State's Response #6.

Vendor's Inquiry #45: If there is an existing contract, could you please share the name of the Current Suppliers?

State's Response #45: See State's Response #2.

Vendor's Inquiry #46: Could you please share the current Suppliers' pricing and Proposals?

State's Response #46: See State's Response #32.

Vendor's Inquiry #47: When was the existing contract started, and what is the annual monetary spent value of the current contract since inception?

State's Response #47: See State's Response #32.

Vendor's Inquiry #48: Please share the historical spending for the previous year.

State's Response #48: If you would like past usage information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #49: Can you please share the amount of business each vendor did under this contract in previous years?

State's Response #49: If you would like previous contract information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #50: Can you please share the agency spending in each category for previous years?

State's Response #50: If you would like previous contract information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #51: Can you please share the no. of positions served in previous years under this contract?

State's Response #51: See State's Response #50.

Vendor's Inquiry #52: What were the most commonly filled positions in the past?

State's Response #52: If you would like previous contract information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #53: Can you share details from where we can get old RFP details?

State's Response #53: This is not an RFP (Request for Proposals), this is an ITB (Invitation to Bid). If you would like previous solicitation information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #54: Can you please tell us where we can see the records for the old contract?

State's Response #54: If you would like previous contract information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #55: Can you please share the email ID/details where we can raise the public record request for the old RFP?

State's Response #55: If you would like previous solicitation information, please submit a Public Records Request at: <https://www.doa.la.gov/doa/ogc/public-records-request/>.

Vendor's Inquiry #56: Will the agency be giving any preference to local vendors over out of state vendors? Please confirm.

State's Response #56: No, the Agency will not be giving any preference to local vendors over out of State vendors.

Vendor's Inquiry #57: What is the expected budget of this contract? Please share the rough estimate.

State's Response #57: See State's Response #1.

Vendor's Inquiry #58: What is the expected budget of this contract in each category?

State's Response #58: The State cannot provide an expected budget of this contract in each category at this time. This solicitation is to establish an Agency Term Emergency Contingency Contract(s) that will only be utilized during an emergency declared by the Governor of the State of Louisiana.

Vendor's Inquiry #59: How many positions are expected to be filled under this contract?

State's Response #59: This is unknown at this time. Positions expected are based on the type and scope of the Emergency declared by the Governor of the State of Louisiana. See Quantities section on page 4 of Attachment A – Standard Terms and Conditions.

Vendor's Inquiry #60: Out of these Staffing positions mentioned, what are the most filled positions for each category? Please share.

State's Response #60: This is unknown at this time. Staffing needs are based on the type and scope of the Emergency declared by the Governor of the State of Louisiana. See Quantities section on page 4 of Attachment A – Standard Terms and Conditions.

Vendor's Inquiry #61: To be responsive, is it mandatory to bid for all listed Staffing positions of a specific category? Please confirm.

State's Response #61: See State's Response #10.

Vendor's Inquiry #62: Can you please confirm the duration of the assignment (7 weeks/13 weeks or more) if any?

State's Response #62: This is unknown at this time. This solicitation is to establish an Agency Term Emergency Contingency Contract(s) that will only be utilized during an emergency declared by the Governor of the State of Louisiana.

Vendor's Inquiry #63: Can you please share the minimum guaranteed hours for each position?

State's Response #63: There is no minimum number of hours guaranteed. This solicitation is to establish an Agency Term Emergency Contingency Contract(s) that will only be utilized during an emergency declared by the Governor of the State of Louisiana.

Vendor's Inquiry #64: Can you please share the minimum or maximum duration for each job position?

State's Response #64: There is no minimum or maximum duration. This solicitation is to establish an Agency Term Emergency Contingency Contract(s) that will only be utilized during an emergency declared by the Governor of the State of Louisiana.

Vendor's Inquiry #65: Is it mandatory for Key Personnel's to be onsite or they can work via remote? Please confirm?

State's Response #65: On-site work is mandatory.

Vendor's Inquiry #66: In order to be responsive, is it mandatory to have experience with government customers?

State's Response #66: No, it is not mandatory to have experience with government customers to be responsive.

Vendor's Inquiry #67: Can you please share the average lead time for the open position?

State's Response #67: The average lead time for open positions is 48 hours.

Vendor's Inquiry #68: Does this contract require any services to be provided in someone's residence (home), excluding any patients in a nursing home or assisted living facility?

State's Response #68: No, the contract does not require any services to be provided in someone's residence (home). **See Attachment B – Scope of Work, page 1:**

Medical staff will be utilized to augment Medical Special Needs Shelter (MSNS) staffing and/or to support other LDH Operations inclusive, but not limited to, Transportation Triage, Points of Dispensing Sites (PODS), medical monitoring/assessment teams, urgent care centers, Temporary Medical Operation Staging Area (TMOSA), Search and Rescue Base of Operations (SARBOO), and any other operation as designated by the State Health Officer/designee.

Vendor's Inquiry #69: If it does require in-home care, how often will care be provided in someone's home vs in a facility?

State's Response #69: In-home care is not required. See State's Response #68.

Vendor's Inquiry #70: Please share with us the historic usage by job title/category.

State's Response #70: See State's Response #54.

Vendor's Inquiry #71: What is the estimated budget or total contract value of this solicitation?

State's Response #71: See State's Response #1.

Vendor's Inquiry #72: Is there a local preference for this bid/solicitation?

State's Response #72: See State's Response #18.

Vendor's Inquiry #73: In order to be considered responsive to this solicitation, is it mandatory to bid on all positions?

State's Response #73: See State's Response #10.

Vendor's Inquiry #74: What is the average length of assignment?

State's Response #74: This is unknown at this time. This solicitation is to establish an Agency Term Emergency Contingency Contract(s) that will only be utilized during an emergency declared by the Governor of the State of Louisiana.

Vendor's Inquiry #75: Who are your current vendors and spend with each?

State's Response #75: See State's Response #32.

Vendor's Inquiry #76: What are the timecard requirements, if any? Please provide a list of timecard requirements.

State's Response #76: Vendors are required to keep a daily record of time worked on timesheets as well as sign in sheets. Timecards are to be submitted weekly to the Contract Monitor prior to the Incident Command via email or in-person. LDH can provide a timesheet format guide upon request. Refer to Attachment B – Scope of Work, page 5, Invoicing.

Vendor's Inquiry #77: For invoicing and clinician payment purposes, what is LDH's payroll work week (e.g., Sunday-Saturday, etc.)?

State's Response #77: LDH's payroll work week is Monday through Sunday.

Vendor's Inquiry #78: Will emailed invoices be accepted? If so, please provide the email address.

State's Response #78: Yes, email invoices will be accepted. The email address will be provided after an award has been made.

Vendor's Inquiry #79: What is the anticipated award date?

State's Response #79: The State intends to have contracts in place by May 1, 2025, or date of award, whichever is later.

Vendor's Inquiry #80: Attachment A, Insurance Requirements for Contractors, please clarify if a COI is required to be submitted with the bid.

State's Response #80: No, the Certificate of Insurance is only required once the State has determined intent to award.

Vendor's Inquiry #81: Attachment A, Fidelity Bond Requirements, please confirm whether a Fidelity Bond is applicable to this solicitation. Additionally, is there a bid bond or performance bond applicable to this solicitation?

State's Response #81: See Attachment A – Standard Terms and Conditions, page 9:

The Contractor shall be required to provide Blanket Fidelity Bond Coverage for the State of Louisiana as regards to loss of and loss from damage to covered Property resulting from dishonesty of employees leased by the Contractor to the State of Louisiana to perform under a written

agreement between the Contractor and the State of Louisiana to perform duties related to the conduct, activities, or operations of the State of Louisiana business.

The limit of insurance will be \$25,000.00 per loss in any one "occurrence."

"Covered Property," means money, securities, and property other than money and securities.

"Dishonesty of Employee" means only dishonest acts committed by an "employee", whether identified or not, acting alone or in collusion with other persons with the Manifest intent to:

- (1) Cause you to sustain loss, and also
- (2) Obtain financial benefit (other than employee benefits earned in the normal course of employment, including: salaries, commissions, fees, bonuses, promotions, awards, profit sharing or pensions) for:
 - a) The "employee"; or
 - b) Any person or organization intended by the "employee" to receive that benefit.

"Occurrence" means all loss caused by, or involving one or more "employees", whether the result of a single act or series of acts.

"Employee" includes any natural person leased to you by the Contractor, under a written agreement between you and the Contractor, to perform duties related to the conduct, activities, or operations of your business.

The fidelity bond must be provided within 10 working days from request. The Office of State Procurement reserves the right to award to the next lowest responsive, responsible bidder for failure to provide within the time specified, or to reject all bids and re-advertise, whichever is deemed to be in the best interest of the State of Louisiana.

Vendor's Inquiry #82: Can LDH confirm whether offshoring any functions, including but not limited to administrative timecard and recruitment functions, are permitted under this contract? If any restrictions apply, please specify which functions must be performed domestically.

State's Response #82: See State's Response #76. All work must be performed in person. There are no additional restrictions.

Vendor's Inquiry #83: Will verifiable digital signatures (i.e., DocuSign, Adobe Sign, etc.) be acceptable where signatures are required?

State's Response #83: Yes, verifiable digital signatures are accepted where signatures are required.

Vendor's Inquiry #84: What is the estimated budget for this ITB? If unknown, please specify previous spending.

State's Response #84: See State's Response #1 and #50.

Vendor's Inquiry #85: Please provide the list of all the attachments & forms that are necessary to attach to the proposal.

State's Response #85: With your bid, vendors need to return the signed ITB (RFx), Attachment A – Standard Terms and Conditions and the completed Attachment C – Price Sheet.

Vendor's Inquiry #86: Do we need to submit the Certificate of Insurance and Business License with the proposal?

State's Response #86: See State's Response #80.

Vendor's Inquiry #87: What is the average length of the assignment?

State's Response #87: See State's Response #74.

Vendor's Inquiry #88: Is this a single award or multiple awards?

State's Response #88: See State's Response #17.

Vendor's Inquiry #89: Please provide the number of FTEs working under the current contract.

State's Response #89: See State's Response #32.

Vendor's Inquiry #90: Please provide the number of FTEs required under the current contract

State's Response #90: See State's Response #32.

Vendor's Inquiry #91: Is it required to present references exclusively from instances where we have offered similar services, or is it acceptable to provide references from diverse environments or clients?

State's Response #91: No references are required for this solicitation.

Vendor's Inquiry #92: Is there any preference to the local vendor while evaluating the proposal?

State's Response #92: See State's Response #18.

Vendor's Inquiry #93: Please provide a copy of the proposal of all current vendors providing staffing services, including rate/cost sheets.

State's Response #93: See State's Response #32.

Vendor's Inquiry #94: Could you please clarify if we need to provide the technical response along with all the attachments?

State's Response #94: This is an Invitation to bid (ITB), not a Request for Proposals (RFP). A technical response is not required, however successful bidders must meet or exceed all specifications outlined in this ITB to be considered for an award.

Vendor's Inquiry #95: Does the department only require the submission of an Excel document?

State's Response #95: No, the department does not only require the submission of an Excel document. Excel, Word and PDF are all acceptable to use for the submission of documents.

Vendor's Inquiry #96: Could you please provide a checklist of the items we need to submit?

State's Response #96: See State's Response #85.

Vendor's Inquiry #97: Is it mandatory to utilize sub-contractor? If yes, please specify the goal?

State's Response #97: See State's Response #9.

Vendor's Inquiry #98: To be a compliant bidder, kindly clarify the list of forms to be submitted and exact format.

State's Response #98: See State's Response #85.

Vendor's Inquiry #99: Kindly clarify the exact proposal format.

State's Response #99: See State's Response #85.

Vendor's Inquiry #100: Could you kindly provide a checklist to ensure compliance with the submission requirements?

State's Response #100: See State's Response #85.

Vendor's Inquiry #101: Would it be possible to consider an extension for the submission deadline? Please let us know if there is any flexibility on this.

State's Response #101: Addendum NO. 02 issued on 4/17/2025 extended the bid opening date to 5/1/2025.

Vendor's Inquiry #102: Kindly provide a specific list of attachments and documentation required to be submitted with the proposal to avoid compliance issues. Additionally, please provide a list of forms attached with the bid that need to be submitted

State's Response #102: See State's Response #85.

Vendor's Inquiry #103: Could you kindly clarify the preferred mode of submission? Should the proposal be submitted as a hard copy, via email, or through the portal?

State's Response #103: Please refer to Attachment A – Standard Terms and Conditions, page 1 for bid delivery instructions.

Vendor's Inquiry #104: Could you please clarify what exactly needs to be provided as part of the technical response? Specifically, what documents or information should be included in the technical submission?

State's Response #104: See State's Response #85.

Vendor's Inquiry #105: Could you please confirm if we need to provide live resumes or sample resumes for the job title mentioned in the solicitation? If yes, how many resumes we need to provide?

State's Response #105: Live or sample resumes are not needed required with the solicitation.

Vendor's Inquiry #106: Page 9, Attachment A: Please confirm the Fidelity Bond information is not required for this effort

State's Response #106: See State's Response #81.

Vendor's Inquiry #107: Page 10, Attachment A: Please clarify if the LDH has plans for any annual readiness/training funding.

State's Response #107: See Attachment A – Standard Terms and Conditions, page 9:

At times of declared emergency, the Federal Emergency Management Agency (FEMA) may approve reimbursement rates for Contractors providing products and services to State and Local governments. In the event FEMA establishes such rates, the State and the Contractor agree to accept the lesser of either the contract price, or FEMA rates which are in effect for the period of the emergency.

Vendor's Inquiry #108: In the bid form section of Instruction to Bidders, what are the forms apart from Attachment C that we need to submit along with the bid response?

State's Response #108: See State's Response #85.

Vendor's Inquiry #109: In the Attachment B Scope of Work, there is a Heading Bid Requirements and Contract Award, under the same heading, there are a few sections listed, are we required to respond to only those and the pricing in Attachment C? Apart from that, what else do we need to provide in a response?

State's Response #109: See State's Response #85.

Vendor's Inquiry #110: If we are a vendor on the current contract, must we bid on this again?

State's Response #110: Yes, this is a new solicitation. A new bid submission must be submitted for this solicitation.

Vendor's Inquiry #111: Can you please provide the total annual expenditure of the current contract for the fiscal year 2024 YTD?

State's Response #111: If you would like more information, please submit a Public Records Request at: <https://www.doa.la.gov/oa/ogc/public-records-request/>.

Vendor's Inquiry #112: Are awarded vendors able to provide services to all State agencies from this resulting award?

State's Response #112: Awarded vendors will be providing services only to the Louisiana Department of Health for Emergency Temporary Medical Staffing Contract.

All else remains as on original bid.

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION.

ACKNOWLEDGEMENT: If you have already submitted your bid and this Addendum does not cause you to revise your bid, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail, by hand delivery or courier to: Office of State Procurement, 1201 N. 3rd Street, Claiborne Building - Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the bidder from complying with the terms of its bid.

Addendum Acknowledged/No changes:

For: _____ By: _____

REVISION: If you have already submitted your bid and this Addendum requires you to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to bid opening by mail, by hand or courier to: Office of State Procurement, 1201 N. 3rd Street, Claiborne Building - Ste. 2-160, Baton Rouge, LA 70802, and indicate the RFX number and the bid opening date and time on the outside of the envelope for proper identification, or by fax to: (225) 342-9756. Electronic transmissions other than by fax are not being accepted at this time

Revisions received after bid opening shall not be considered and you shall be held to your original bid.

Revision:

For: _____ By: _____

By: Emary Tran
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Email: emaly.tran@la.gov