



**LOUISIANA DEPARTMENT of  
AGRICULTURE & FORESTRY**

MIKE STRAIN, DVM *Commissioner*

RFx # 3000024921

ADDENDUM # 1

Q1: The complete address of the location where services are to be preformed?

A1: 754 Hwy 80 East, Monroe, LA 71203.

Q2: A detailed scope of work or specifications for the janitorial services?

A2: See attachment to this addendum for the scope of work/specifications.

Q3: Any pre-bid meetings or site visit requirements (if applicable)?

A3: There are no pre-bid meetings or site visit requirements.

Q4: Who is currently servicing the location and amount awarded?

A4: Servicemaster Action Cleaning; Fiscal Year 2025 was awarded for \$10,068.00 (Services provided twice a week)

Q5: A copy of the previous bid tabulation sheet related to this contract.

A5: Bids were not required for previous contract due to dollar threshold.

Q6: What was the previous bid for this solicitation?

A6: Bids were not required for previous contract due to dollar threshold.

Q7: What is the estimated budget threshold for this project?

A7: The Agency will award to the lowest bidder for Janitorial service of this location.

Q8: What is the square footage of the facility to be serviced?

A8: Main office, Maintenance Shop, Radio Building and Mechanic Shop (Per Specifications attached).



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**Q9: Will supplies be provided by the Buyer or Contractor? Any restrictions on supplies used?**

**A9: See scope of work for supply answer; No restrictions on supplies, follow all guidelines provided by EPA. Agency will notify Contractor if there are issues with supplies used.**

**Q10: Provide the required frequency of work and hours it must be preformed?**

**A10: Once a week; during off hours (8:00 AM -3:00 PM)**

**Q11: Will inspections be preformed? If so, will they be completed by the Buyer or Contractor?**

**A11: Inspections will be preformed at the Agency's discretion.**

**Bids may be submitted in the following manner:**

**Email: [rlabore@ldaf.state.la.us](mailto:rlabore@ldaf.state.la.us) or FAX: 225-237-5599 or**

**Delivered/Mailed to: Louisiana Department of Agriculture & Forestry,  
Procurement Division, 5825 Florida Blvd. Baton Rouge, LA 70806**

**All Questions are due on Wednesday, June 11, 2025 by 10:00 AM**

5825 Florida Blvd., Baton Rouge, Louisiana 70806 | Telephone: (225) 922-1234 Fax: (225) 922-1253 **LDAF.LA.GOV**

**Agricultural &  
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Sciences**  
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Fax: 925-3760

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Fax: 923-4877

**Animal Health  
& Food Safety**  
Suite 4000  
(225) 925-3962  
Fax: 923-4900

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