



**LOUISIANA DEPARTMENT of
AGRICULTURE & FORESTRY**

MIKE STRAIN, DVM *Commissioner*

RFx 3000024923

ADDENDUM #1

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

A1: 515 Forestry Rd, Woodworth, LA 71485.

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, how many custodians, and what was/is the current PO for this office?

A4: Servicemaster By Clark; Vendor sends what they feel is necessary; Current PO totals \$13,080.00. (Twice a week)

Q5: What is the estimated budget threshold for this project?

A5: The Agency will award to the lowest bidder for Janitorial service of this location.

Q6: What is the square footage of the facility to be serviced?

**A6: Main AES Office, Maintenance Shop, Radio Shop, Carpenter Shop and Repair Shop
(Per Specifications attached)**

Q7: Are there any background check/drug testing, English-speaking, or E-Verify requirements for employees?

A7: Employees should follow Vendor's requirements for employment. Agency requirements are attached under Bid Delivery Instructions.

Q8: Will on site supervisors be required to supervise employees?

A8: That is at the Vendor's discretion.

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

**Agricultural &
Environmental
Sciences**
Suite 3000
(225) 925-3770
Fax: 925-3760

**Agro-Consumer
Services**
Suite 5000
(225) 925-3780
Fax: 923-4877

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

Forestry
Suite 6000
(225) 925-4500
Fax: 922-1356

**Management
& Finance**
Suite 1000
(225) 952-8143

**Soil & Water
Conservation**
Suite 7000
(225) 922-1269



**LOUISIANA DEPARTMENT of
AGRICULTURE & FORESTRY**

MIKE STRAIN, DVM *Commissioner*

RFx 33000024923

ADDENDUM #1

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 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 &
Environmental
Sciences**
Suite 3000
(225) 925-3770
Fax: 925-3760

**Agro-Consumer
Services**
Suite 5000
(225) 925-3780
Fax: 923-4877

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

Forestry
Suite 6000
(225) 925-4500
Fax: 922-1356

**Management
& Finance**
Suite 1000
(225) 952-8143

**Soil & Water
Conservation**
Suite 7000
(225) 922-1269