

July 02, 2025

ADDENDUM NO. 1

PROPOSAL OF THIS CONTRACT IS TO ESTABLISH A RENEWABLE CONTRACT FOR CLEANING SERVICES AT THE UNIVERSITY OF LOUISIANA AT LAFAYETTE SCIENCE MUSEUM IN STRICT ACCORDANCE WITH THE REQUIREMENTS IN THESE BID SPECIFICATIONS.

Due Tuesday, July 22, 2025 2:00PM Solicitation No. 26009

The following clauses/alterations shall be made part of the original specifications as though issued at the same time and shall be incorporated integrally therewith.

Item No. 1 – Responses to vendor questions:

Vendor question:	Department response:
(1) Is the full museum cleaning on Mondays to include classrooms and/or staff offices?	We will clean one classroom floor per week, rotating through them. No staff offices.
(2) Is the Friday restroom cleaning to include the vacuuming and mopping of all carpeted and hard floor surfaces on both the 1 st and 2 nd floors?	No, just the restrooms on the first and second floors.
(3) According to the scope of work: General cleaning 1x/week, Mondays: Duties Include • Clean entry doors, inside and out • Glass walls cleaned (interior only) 1. Are these the glass partitions in the front separating the museum store?	No, just the front entry way.
(4) Are the front lobby and rear lobby glass currently being cleaned with tools such as T-Bar scrubbers and squeegees?	Yes, the cleaners bring their own.
(5) Who's the incumbent and how long does it take for them to complete the cleaning for Monday and Friday's cleaning?	It takes about 4 hours for the full cleaning on Mondays and 1.5 hours for the Friday bathroom cleaning.
(6) In the solicitation it says: Required Skills: Relevant experience cleaning museums, including carefully dusting and cleaning the surfaces of fossil skeletons displays and other display artifacts using appropriate tools and cleaning agents, ensuring that any cleaning does not damage the artifacts. After my visit I was told that the student volunteers are responsible for artifact dusting and the main focus is on the floors and bathrooms. Is this statement above relevant for the "required skills" section?	Yes. The current exhibit doesn't require this, but it sometimes does when we have different exhibit setups. We change the exhibits every two years.



Purchasing Office

P.O. Box 40197 • Lafayette, LA 70504-0197

Office: (337) 482-5396

Fax: (337) 482-5059

For questions related to bidding these projects, please contact the UL Lafayette Purchasing Department at BidQuestions@louisiana.edu or 337.482.1079.

Business hours are: Mon-Thu 7:30am – 5:00pm CST (lunch 11:45-12:30); Fri 7:30am -12:30pm.

ACKNOWLEDGEMENT: If you have already submitted your bid, and this Addendum creates a need to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be submitted/delivered PRIOR to bid due date and time, by email. Bid revisions received after bid due date and time cannot be considered, whereupon the bidder must either honor or withdraw its original bid. If you have already submitted your bid and this addendum does not cause you to revise your bid, acknowledge receipt of this addendum by signing below and returning it to the Purchasing Department prior to bid due date.

Kristi Montet
Director of Procurement and Travel
University of Louisiana at Lafayette
Department of Purchasing

Firm Name: _____ **Signature:** _____