

State of Louisiana  
Office of State Procurement

Jeff Landry  
Governor

Taylor F. Barras  
Commissioner of Administration



Division of Administration  
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December 10, 2025

**ADDENDUM NO. 01**

Your reference is directed to RFx Number 3000025652 for the Invitation to Bid (ITB) for the State of Louisiana – \*Fax Bid\* \*Site Visit\* Stack Washer/Dryer, which is currently scheduled to open at 2:00PM CT on December 16, 2025.

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**Questions from the Vendor and State's Responses:**

**Vendor Question 1.** What is the anticipated delivery and install date of the stack washer and dryer units?

**State's Response:** *The anticipated delivery and install date is March 2, 2025, if possible.*

**Vendor Question 2.** Will all 10 units be delivered and installed in one trip?

**State's Response:** *This is at the awarded vendor's discretion. Once the bid is awarded, the agency and vendor will go over final communication of the delivery.*

**Vendor Question 3.** How many different buildings will the Washer/Dryer units go into?

**State's Response:** *In Accordance with Attachment C - Floor Plan, Page 1, The Washer/Dryer units will go into one room/building.*

**Vendor Question 4.** How many floors are in the buildings?

**State's Response:** *In Accordance with Attachment B - Scope of Work, Page 3, The Washer/Dryer units are on the first floor, ground level.*

**Vendor Question 5.** Will the install team have access to the elevators in each building?

**State's Response:** *In Accordance with Attachment B - Scope of Work, Page 3, The Washer/Dryer units are on the first floor, ground level and access to elevators are not needed.*

**Vendor Question 6.** Will the rooms be occupied?

*State's Response: No, the room is currently a washroom and will not be occupied.*

**Vendor Question 7.** Are there any existing laundry units that our team would be required to remove or dispose of?

*State's Response: In Accordance with Attachment B - Scope of Work, Page 3, there are no old washer and dryers to remove.*

**Vendor Question 8.** Will bids for delivery only (No Install or Inside Delivery) be accepted?

*State's Response: In Accordance with Attachment B - Scope of Work, Page 3, Stack Washer/Dryer Combo Units to be installed by vendor, installation must be included.*

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All else remains as on original Invitation to Bid.

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**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 or delivery by hand or courier to: Office of State Procurement, 1201 N. 3<sup>rd</sup> Street, 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 or delivery by hand or courier to: Office of State Procurement, 1201 N. 3<sup>rd</sup> Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756, 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: \_\_\_\_\_

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