



Nicholls State University

**Purchasing Office**

P. O. Box 2052 – Thibodaux, LA 70310  
985.448.4038 – Fax: 985.448.4921

**ADDENDUM NO 1  
FOR  
Bid No. SB01922  
Custodial Services for Nicholls State University  
NICHOLLS STATE UNIVERSITY  
THIBODAUX, LOUISIANA  
05/22/2026  
Page 1 of 4**

**Bid Responses are Due at 3:00 PM on 05/28/2026**

**This addendum is hereby made a part of the Bidding Documents to the extent as though it was originally included therein.**

**This addendum, should be acknowledged on the Bid Form**

**Purpose of Addendum:**

1. Provide answers to questions received to date: **Q=Question A= Answer**

Q. P15 It states that we are responsible for exterior window cleaning. Is there a height limit for that work?

A. We do not request the contractor to climb ladders or provide lifts for exterior window cleaning. Contractor employees may utilize squeegees and window wash sprayers to reach as high as possible.

Q. P16 Stadium Cleaning. The ITB states that there are 4 workers and 1 supervisor. How long are their shifts? And is that for cleaning both sides of the stadium?

A. The shifts to clean the stadium are estimated at 4 hours each person, per side.

Q. P20 Price Sheet Item #1. It states there are 1,082 cleanings for the suites in Millet Hall, Zeringue Hall, and Scholars Hall. Is that for the entire suite, or individual bedrooms within the suites? Same question for Items 4, 7, 9, 10.

A. The price per cleaning for Millet Hall, Scholars Hall, Zeringue Hall, Ellender Hall, Calecas Hall, and North and South Babington Halls area for the entire suite, as stated in the mandatory pre bid conference, on the note sheet provided, and on the bid form page.

Q. Are summer camps being held each summer? And are we responsible for cleaning the rooms after each camp?

A. Yes, Summer camps are held each summer. If Option 1 is awarded, then the third-party contractor is responsible for cleaning the rooms after each camp. The university will schedule to work with the contractor award the bid.

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Q. Can employees work additional hours when other employees do not show up for work?

A. The shift times have been set in the specification. Employees will work during the shift times stated in the specification. The quantity of employees stated in the specification are to be provided. The University will only pay for the hour's services are performed and for the employees who provide those services during the hours and shifts determined in the bid specification.

Q. Please confirm that the Contractor will not invoice the university for any closure days. Does this mean that the university does not want the Contractor to pay its employees for holidays or closure days?

A. Contractors will not invoice the University for closure days because the University is closed and the services will not be provided. That is stated clearly in the specification and used in the calculation for the number of days the services are to be provided stated in the specification and the bid form. The University, by state law, can only pay for services rendered. If the contractor does not perform services during the closure days, then the University is not required to pay the contractor for those days' services are not performed.

A. The University is unable to provide any information to a company on when and how their employees are paid for holidays and closure days. That is a contractor decision.

Q. Does the university provide any supplies, tools, or equipment?

A. As stated in the specification, the Contractor will supply cleaning supplies, tools and equipment for their employees to use. The **University provides paper Products Only**

Q. Please send a list of all supplies currently being used at the university. Please include manufacturer name, description, part number, pack size, etc.

A. The list of chemicals the University is requesting the contractor to provide is listed in the specification. The chemicals used by the University employed custodial staff uses is of no relation to this contract. It is the responsibility of the bidder to determine the chemicals to be used and the quantities.

Q. Please send an estimated annual usage of each product currently being used at the university.

A. The University is unable to provide this information. The University custodial staff use materials for the work they perform and that information is of no relation to this contract. It is the responsibility of the bidder to estimate the chemicals that will be used under this contract.

Q. What does the "Estimated Quantity" column represent on Page 29?

A. Estimated quantity means that the quantities listed are estimates of the number of residence hall suites, residence hall hallways, residence hall common areas, and apartment bedrooms to be cleaned during a single year of the contract based on information that is being provided at the time the bid is released. These quantities can be increased or decreased, as stated in the specification, based on the needs of the university for cleaning of residence halls.

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Q. Please include the estimated cleanable square footage of each building included in the scope of work.

A. The square footages per building where services are being performed are provided as an attachment to this addendum. It should be noted, as stated in the pre-bid meeting, square footages for the academic and support buildings were not provided because the University is asking for an hourly rate for the contractor employees working in those buildings, and the contractor employees will be assigned cleaning tasks in areas of the building by the University Custodial Manager.

A. The square footages for the residence hall suites and the apartments were provided in the specification.

A. As stated in the pre-bid meeting, it is the responsibility of the bidder to visit the residence halls that require cleaning of hallways and common areas to determine the pricing for the cleaning of those areas.

Q. Please include a list of all the buildings included in the scope of work.

A. The list of buildings on the attached document that provides the square footages indicates the buildings cleaning activities of the contractor may be performed in.

A. The University provided a campus map in the original bid specification to identify the campus location of the buildings listed.

Q. Please send a copy of the current executed contract including current rate sheets.

A. The documentation requested is a Public Record and must be released per the Public Records Laws of the State of Louisiana when a request is received. Since this question was asked with questions that required a response by addenda, the document requested is provided as an attachment to this addendum.

A. The bid tabulation sheet from the bid the current contract was awarded from is attached. A formal contract is not issued. The bid specification, the bid response, the notice of award, and the purchase order issued forms the contract.

A. The Current fiscal year 2025-2026 PO is attached.

A. NOTE: Under the current contract, the Brady cleaning pricing is per apartment. Pricing for the Cleaning of Brady Apartments under the specifications of this bid will be **PER ROOM and PER COMMON AREA/KITCHEN AREA**.

Q. Will floor maintenance activities such as stripping and waxing floors, top scrubbing and recoating floors, and shampooing or extracting carpeted areas be invoiced separately?

A. That work is not included in the scope of services. That work will be contracted for at the time the services are required by the University. The University will seek quotes on this work and the work is not guaranteed to be contracted under the contract awarded from this bid. Other custodial services companies may be used.

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Q. Does the current contractor utilize any golf carts, side by sides, or vehicles to deliver the scope of work?

A. That is unknown by the Nicholls State University Purchasing Department – Utilization of vehicles to provide services under this contract is a contractor decision.

Q. Please send a list of all the companies who attended the mandatory pre-bid meeting.

A. Per No. 3 below, that information was intended to be provided. The sign in sheets are attached to this addendum.

2. **Change in definition for pricing: Hallways and Common Areas**

The pricing for the cleaning of hallways and common areas in the residence halls is **per floor, not all floors as stated in the bid document and the mandatory pre-bid meeting.** There is a possibility that all floors in a residence hall will not be used for a camp during the summer camp season.

**If a single floor hall common area and hallway is cleaned then the University will pay the each price stated on the bid form for that floor. If multiple hallways and common areas are cleaned in a single building then the university will pay the each price stated on the bid form for each hallway and common area cleaned per floor.**

Example. If the University has a camp in Millet Hall and all three floors of the building are used, then the contractor will clean three floors of hallways and common areas – then the university will pay the price stated on the bid form X 3.

If a camp is held in Millet Hall and only one floor is used, then the contractor will clean one floor of a hallway and common area – then the university will pay the each price stated on the bid form X 1.

3. Provide the mandatory pre-bid meeting sign in sheets.



Terry G. Dupre  
Director of Purchasing



NICHOLLS STATE UNIVERSITY NON-MANDATORY PRE-BID SIGN IN SHEET

SB01922 - Custodial Services for Nicholls State University  
PLEASE PROVIDE INFORMATION REQUESTED IN EACH SECTION

DATE AND TIME: 5/14/2026 1:30 PM PLEASE PRINT LEGIBLY Page 1 of 4

PRINT NAME	COMPANY NAME	PHONE NUMBER	EMAIL
Hayden Cover	EJSCS	985-232-2996	HLove134@yahoo.com
Justin Hudley	Rite Way Janitorial	985-860-9894	Jhadley59@gmail.com
Jonathan Smith	Rite Way Janitorial	985-381-6045	Support@ritewayjanitorial.com
Mich Block	Service Master Quality Service	(985) 872-1029	MBlock@S-AQS.com
An toinette Hartford	Rcd Development Group LLC	504-296-2802	Reddevelopmentprint@gmail.com
Terry Goodlis	First Class Enterprise	(504) 641-4400	Duner@Fkenterprise.com
DeAnna Davis Carroll	Dees Cleaning Service LLC	885-588-3404	GM@Fkenterprise.com
Olivia Turcios	IQS INC	504-820-6813	dannadresserivestor.com
Scott Sanders	Ennon Enterprises, LLC dba Jani King of South Louisiana	225-337-5744	olivia@iqsinc.net
Laraby Laundry	Germ slayers cleaning and maintenance solutions	504-618-2406	ssanders@JKGEC.com
Alexis Johnson	Nicholls State	985-448-4888	ladarby@slayersofgerms.com
Darlene Brewin	Nicholls	985-444-7041	Alexis.Johnson@nicholls.edu darlene.brewin@nicholls.edu







Bid Tab Sheet of Bid Issued to Establish Current Contract and Fiscal Year 2025-2026 Purchase Order

SUMMARY OF QUOTATIONS

BUDGET:	BID SIGNED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DATE: 9/22/2023	CLAIMS 10% PREFERENCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DEPARTMENT: Facilities	Claims 5% preference	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BID OPENING: 10/10/2023	RECEIPT OF ADDENDUM(S)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BID NUMBER: SB01877	5 addenda	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	BID BOND (IF REQUIRED)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Bid Bond Required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Corporate Resolution (if required)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ITEM NO	DESCRIPTION OF COMMODITY	QUANTITY	UNIT OF MEASURE	AXE	Germ Slayers	Junking	Clean force	Amount
1	Custodial Services Contract							
	BASE BID							
1	Price per day for ten (10) employees plus 1 supervisor	1	ea.					
	X 228 days (Total for 228 days)	228	days					
	Daily rate per employee	1	ea.					
	Daily rate for supervisor	1	ea.					
	OPTION 1 BID	1	ea.					
1	Cleaning of Brady Complex Building 4 Bedroom Apartments	215	ea.					
2	Cleaning of Schlarz/Milletzerique Residence Halls	1400	ea.					
3	Cleanings of Hallways and Common areas of Schlarz/Milletzerique Residence Halls	45	ea.					
	Option 1 Bid Total Net Lump Sum 1+2+3							
	ADDENDUMS 1 2 3 4 5							
	Bond Needed YES NO							
	Performance Bond Needed YES NO							
	Contract Needed YES NO							

Could not open Bid sent as a google doc had to request access - was denied

AXE  
Germ Slayers  
Junking  
Clean force

216.46/445.86 122/28380 290/62350  
52.52/13.528 54/756.00 225/315.000  
135/6075 13822/6219 600/27,000  
126,129 110,199 404,350  
323,509 342,521.88 740,650

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**P.O. Box 2052, University Station**  
**Thibodaux, LA 70310**  
**Phone: 985.448.4038 Fax: 985.448.4921**  
[www.nicholls.edu/purchasing](http://www.nicholls.edu/purchasing)

PO Number:	<b>P2600036</b>
Issue Date:	<b>07/01/25</b>
Request No.:	
Delivery Date:	<b>06/30/26</b>

<b>Vendor:</b> Enmon Enterprises LLC Jani-King of South Louisiana 122 West Pine Street Ponchatoula LA 70454	<b>Ship to:</b> Alexis Johnson Nicholls State University Custodial Services PO Box 2030 Thibodaux LA 70310
<b>Buyer</b>	<b>Terms</b>
Accounts Payable	
<b>Purchasing Contact</b>	<b>FOB</b>
Accounts Payable	

Item	Description	Quantity	Unit Cost	Total Cost
	Bid SB01877 Dated 10/10/2023 . Term - 07/01/2024 - 06/30/2025 . This exercises our option to renew this contract for the second and final twelve (12) month period of a twenty-four (24) month option.			
1	Contractor to provide complete custodial services for assigned University Facilities. Contractor shall provide all necessary labor, materials, tools, equipment, and supplies to provide complete custodial services to ensure every building in this contract is clean, sanitary and	1.00 YRS	179,336.9600	179,336.96

**TOTAL:** CONTINUED

**VENDOR INFORMATION:**

ID: N00310715 Email: [noreply@nicholls.edu](mailto:noreply@nicholls.edu)  
 Phone:  
 Fax: 985-360-0090

**ACCOUNT CODES:**

10000-2144-733999	\$179,336.96	218071-3535-733999	\$25,000.00
232750-3536-733999	\$7,930.15		
16000-5332-733999	\$15,048.00		
16000-5333-733999	\$40,770.00		
16000-5333-733999	\$3,178.60		

FILE COPY

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<b>Buyer</b> Accounts Payable	<b>Terms</b>
<b>Purchasing Contact</b> Accounts Payable	<b>FOB</b>

Item	Description	Quantity	Unit Cost	Total Cost
	properly supplied and equipped at all times. University to provide all can liners, soap for dispensers, paper products. Number of days to be worked are not guaranteed Estimated days work to be performed for the period of 07/01/2024 - 06/30/2025 Est No. of Days - \$176 @\$1,018.96/day Contractor to supply a minimum of 10 employees and 1 supervisor each day. . Contractor employees are to sign in each day when reporting. University shall only pay for the number of employees reporting. Rate per day for employee \$23.12 Rate per day for supervisor \$23.54			

**TOTAL:** CONTINUED

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Item	Description	Quantity	Unit Cost	Total Cost
	<p>All work regarding this contract shall be coordinated through Mrs. Alexis Johnson Custodial Manager</p> <p>Closure dates work not to be performed"            09/ 02/ 2024, Nov 25-29 2024            Dec 23 2024 - 01 02 2025            Jan 20, 2025, March 03-04 2025            April 18-21 2025            May 26, 2025, June 16, 2025            Schedule is flexible, additional dates for work to not be performed may be added.</p> <p>Option 1 Bid Amounts and schedule to be added</p>			

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Item	Description	Quantity	Unit Cost	Total Cost
2	when information is known. BRI Building Cleaning-13 hours per week at \$23.12 per hour X 13 hours = \$300.56/ week. Cleaning to be completed during the hours of 8AM-4:30PM Monday Through Friday. All work to be scheduled with Mrs. Lisa Kliebert, Executive Director of the Bayou Region Incubator 985-493-2573 - Estimated No of hours 696 All terms of the original contract apply to adding the BRI to the contract. Estimated hours may change based off of need.	1.00 YRS	7,930.1500	7,930.15

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Accounts Payable	

Item	Description	Quantity	Unit Cost	Total Cost
3	Summer cleaning - Brady July 24 for services to be provided by 6/30/24 - as per schedule attached.	1.00 YRS	15,048.0000	15,048.00
4	Summer cleaning-Millet/Zeringue/Scholars July 2024	1.00 YRS	40,770.0000	40,770.00
5	Summer Cleaning-Hallways & Common Areas Millet/Zeringue/Scholars July 2024	1.00 YRS	3,178.6000	3,178.60
6	Coastal Center -	1.00 YRS	25,000.0000	25,000.00
			<b>TOTAL:</b>	<b>271,263.71</b>

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