

**SKOKIE PUBLIC LIBRARY
ACKNOWLEDGMENT OF ADDENDUM
REQUEST FOR PROPOSALS FOR THE PROVISION OF CLEANING
SERVICES TO SKOKIE PUBLIC LIBRARY ADDENDUM 1**

**FOR REQUEST FOR PROPOSALS FOR THE PROVISION OF CLEANING
SERVICES TO SKOKIE PUBLIC LIBRARY**

THE REQUEST FOR PROPOSALS FOR THE PROVISION OF CLEANING SERVICES TO SKOKIE PUBLIC LIBRARY ADDENDUM 1 IS ISSUED BY SKOKIE PUBLIC LIBRARY THROUGH THE LIBRARY'S WEBSITE. THE ADDENDUM SHALL BE MADE A PART OF THE PROPOSAL DOCUMENT FOR THE PROVISION OF CLEANING SERVICES TO SKOKIE PUBLIC LIBRARY. FIRMS SHALL ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING AND SUBMITTING THIS ADDENDUM ACKNOWLEDGEMENT FORM. FAILURE TO ACKNOWLEDGE RECEIPT OF THE ADDENDUM MAY BE CAUSE FOR REJECTION OF THE PROPOSAL SUBMISSION.

When submitting all Proposals, this Addendum Acknowledgment Form must be included in the Proposal submittal.

This Addendum No. 1 consists of 1 page and has the following information to be incorporated into the Proposal submittal.

1. What does the library pay the current cleaning company?

Answer: The library is paying \$5,495 per month to the current company.

2. What is the reason for going out to bid?

Answer: The library goes out to bid every three years.

3. How many staff members does the current company provide and how long does it take them to clean each night?

Answer: The current company provides 2 people for up to 8 hours nightly.

4. What is the name of the current cleaning company?

Answer: Crystal Maintenance

I hereby acknowledge receipt of documents pertaining to the above-referenced Request for Proposals.

Company Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: (____) _____ Fax: (____) _____

Email: _____

Signature: _____ Date: _____