



DEPARTMENT OF PROCUREMENT SERVICES

160 South Hollywood Street • Room 126 • Memphis, TN 38112 • (901) 416-5376

NOTICE TO BIDDERS

IFB #083024VK1, Raleigh Bartlett Elementary and Geeter K-8 Roof Replacement

DEADLINE: August 30, 2024 @ 1:00 PM/CST

Memphis-Shelby County Schools (MSCS) is accepting bids for the project listed above, in **red**.

A **mandatory** Pre-Bid Meeting will be held at the scheduled time and location listed below.

- **Raleigh Bartlett Elementary, check in at front office, 5195 Twin Woods Ave, Memphis, TN 38134, on August 22, 2024 @ 10:30 AM CST.**
- **Geeter K-8, check in at front office, 5360 Shady Grove Road, Memphis, TN 38120, on August 21, 2024 @ 12:00 PM CST.**

Once the Bid has been published, all communication regarding this project must be directed to Procurement Services.

All questions or requests for clarification of technical issues and terms pertaining to this Bid must be emailed to Vanessa Ketcher at ketcherym@scsk12.org and Mary Taylor at taylor15@scsk12.org by 10:00 AM/CST on August 23, 2024.

Subject line of email shall read “Questions – IFB #090324VK, Raleigh Bartlett Elementary and Geeter K-8 Roof Replacement.” Questions must specifically reference the section of the Bid to which the question pertains. To prevent an unfair advantage to any respondent, all questions and answers will be posted as an addendum/Q&A on Procurement’s website on August 26, 2024, by End of Day.

IMPORTANT DATES:

BID TIMELINE

Bid Posted

August 14, 2024

Pre-bid Date

See 3.0 Pre-bid Meeting Dates above.

Questions Due

August 23, 2024 @ 10:00 AM

Q&A Posted

August 26, 2024, by EOD

Bid Submission

September 3, 2024, @ 10:00 AM

Thank you.

Procurement Services

Memphis-Shelby County Schools