



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB 090324LB HVAC Replacements - Oakshire ES, Springdale ES & Kingsbury HS**  
**DEADLINE: September 3, 2024 @ 11:00 AM 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 times and locations listed below.

- **Oakshire Elementary School 1765 E Holmes Rd Memphis TN 38116 on August 22, 2024 @ 9:00 AM CST**
- **Springdale Elementary School 880 N Hollywood Street Memphis TN 38108 on August 22, 2024 @ 10:30 AM CST**
- **Kingsbury High School 1207 N Graham Street Memphis TN 38122 on August 22, 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 **LaQueeya Braxton** [braxtonl@scsk12.org](mailto:braxtonl@scsk12.org) by **10:00 AM/CST on August 23, 2024**. Subject line of email shall read **“IFB 090324LB HVAC Replacements - Oakshire ES, Springdale ES & Kingsbury HS.”** Questions must specifically reference the section of the Bid to which the question pertains. In order 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 EOD**.

### IMPORTANT DATES:

<b>Bid Release</b>	<b>August 14, 2024</b>
<b>Pre-Bid Meeting(s)</b>	<b>Dates and times referenced above</b>
<b>Questions Due</b>	<b>August 23, 2024 10:00 AM</b>
<b>Q &amp; A Posted</b>	<b>August 26, 2024 EOD</b>
<b>Bid Due / Bid Deadline</b>	<b>September 3, 2024 11:00 AM</b>

Thank you,  
Procurement Services  
Memphis-Shelby County Schools