



## Department of Procurement Services

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

### QUESTIONS AND ANSWERS

#### **IFB0 01252024SD Craigmont MS Roofing Repair**

1. **Scope of work (Part IV page 13 of IFB) states to “Patch and Repair any areas that are leaking.” This statement needs to be clarified with either a written location of each area that is leaking (or a more preferred method) a map that illustrates locations based on either a floor plan of the area or an aerial view of the roof(s) with each area marked and highlighted. For example: there may be 1 area leaking or there may be 20 areas. The fixed pricing that is being requested on the bid form cannot be given when there is a variable scope of work.**

**Answer: Participants can schedule a site visit with the plant manager to field verify. The bid form shall remain the same. This is a “fixed price” contract.**

2. **Bid form will need to be altered from a FIXED PRICE to another format due to the variable scope of work that is being bid. The section mentioned below and highlighted will also need to be amended or better explained.**

*Section 2.0 D states*

***DEVIATIONS TO SPECIFICATIONS: Any deviation from the specifications must be noted in detail by the Bidder, in writing, as an attachment to the bid response. Bidders are fully aware that any deviations may render their bid as non-responsive. The absence of a written list of specification deviations attached to the bid response will hold the Bidder strictly accountable to The SCBE to the specification as written. After Bid award, any deviation by the Awarded Bidder from the specifications, without prior documented approval, will be grounds for rejection of the goods and/or equipment when delivered.***

**Answer: All Bidders shall adhere to the required Scope of Services**

3. **The section of the IFB mentioned below, request that the bidder notify the contact person listed in the IFB to Identify errors or omissions in the specifications before bids submitted to SCBE. The scope of work that is documented in the IFB is very undefined and cannot not be offered as a fixed price bid. The specifications are MISSING several specific items that will be required to submit fixed pricing such as the items listed in item #1 above among other items. Can there be a more inclusive list of repair items given to the bidder or possibly a bid format that will utilize a time and material price structure with a NOT TO EXCEED amount?**

**Answer: All Bidders shall adhere to the required Scope of Services**

4. ***Section 3.0 M States ERRORS OR OMISSIONS: The Bidder shall not be allowed to take advantage of any errors or omissions in the specifications set forth in this IFB. Where errors or omissions occur in this IFB, the Bidder shall promptly notify the contact person listed in this IFB and report the identified error or omission. Inconsistencies in the specifications are to be reported before Bids are submitted to SCBE***

**Answer: There is no clarity as to what the question is here.**

Thank you,

Procurement Services