

Memphis-Shelby County Airport Authority (Authority)

Addendum No. 1

To

Request for Bids

Janitorial Supplies

This Addendum is an integral part of the Request for Bids (RFB) package named above. The Memphis-Shelby County Airport Authority deems all sealed proposals submitted in recognition and consideration of the entire RFB package-**including all addenda**.

In the event of conflict between the Scope of Services of the RFP and the Specifications of this Addendum, the Specifications of this Addendum shall prevail.

Item Number 1 Section 2.1, RFB Timeline shall be deleted in its entirety and replaced with Section 2.1, RFB Timeline below.

REQUEST FOR BIDS TIMELINE, COMMUNICATIONS AND PROCESS

2.1.1.1 RFB Timeline

While this timeline sets forth important dates for this Request for Bids (RFB) process, the entire RFB should be consulted for additional information and requirements concerning these deadlines. The schedule below is subject to change without liability to the Authority.

All times listed are Memphis, Tennessee Local Time (CST).

March 2, 2023	Publication of Legal Notice
March 2, 2023	Release of RFB Documents
March 14, 2023	Site Visit by Request Only
March 16, 2023	Questions Due from Respondents by 4:30 p.m.
March 22, 2023	Questions and Answers posted on Authority website by 4:30 p.m.
March 31, 2023	Response Due to Authority by 2:00 p.m.
April 20, 2023	Anticipated Board Approval of the Award of Contract
May 1, 2023	Anticipated Contract Commencement Date

The terms "Purchase Order" and "Contract" in this RFB shall be interchangeable.



Memphis-Shelby County Airport Authority
Memphis, Tennessee

Site visit requests will be by appointment only with a limit of 2 representatives per bidder. To schedule your site visit, please submit an email request to Bids@flymemphis.com by 4:30 Friday, March 10, 2023, to be scheduled for Tuesday, March 14, 2023 at 9:00 a.m.