

# CITY OF COLONIAL HEIGHTS, VIRGINIA



**INVITATION FOR BID: # 22-011302-1125**

**ADDENDUM #2**

**CONTRACT FOR CUSTODIAL SERVICES**

**BID OPENING DATE: JANUARY 27, 2022, 2:00PM**

**CITY OF COLONIAL HEIGHTS CONTACTS:**

**CRAIG SKALAK – RECREATION AND PARKS DIRECTOR, 804-520-9390, [skalak@colonialheightsva.gov](mailto:skalak@colonialheightsva.gov)**

**JUDI WHITT – PROCUREMENT SPECIALIST, 804-520-9358, [whittj@colonialheightsva.gov](mailto:whittj@colonialheightsva.gov)**

City of Colonial Heights  
Purchasing Department  
201 James Avenue – P.O. Box 3401  
Colonial Heights, VA 23834-9001  
Judi L. Whitt, Procurement Specialist  
(804) 520-9358 Fax (804) 524-8723  
[whittj@colonialheightsva.gov](mailto:whittj@colonialheightsva.gov)

January 14, 2022

Addendum #2

# 22-011302-1125

This Addendum is issued to make the following changes:

On page 16 of the Invitation for Bid, the Periodic Cleaning #6 exterior windows is to change to the following:

**Periodic Cleaning**

All exterior windows will be washed, inside, every six months for all the buildings cleaned. All exterior windows will be washed on the outside, every six months, for all the buildings except the City Hall building and the Courthouse building. This change is to NOT wash the exterior windows at City Hall or the Courthouse. (It must be between the hours of 8:30 AM – 5:00PM). Schedule to be submitted by the contractor and approved by the City.

Note: Please be sure to submit your bid package, along with signature page of Addendum #1 and Addendum #2 with the sealed bid. This is the final Addendum and the bids are due no later than Thursday, January 27, 2022.

**Please acknowledge receipt of this addendum # 2 by signing below, and returning with your bid.**

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

Bidder’s Name (Print) \_\_\_\_\_

Office number (\_\_\_\_)\_\_\_\_\_ Cell Phone Number (\_\_\_\_)\_\_\_\_\_

Email \_\_\_\_\_