



**ADDENDUM OF SOLICITATION**  
**INVITATION FOR BIDS (IFB No. 025-003)**  
**ADDENDUM No. 2**  
**Issued: January 7, 2025**

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**IFB No. 025-003**

**Title: PRTC Custodial and Janitorial Services**

**Contact:** LaWana Glymph

**Email:** [lglymph@omniride.com](mailto:lglymph@omniride.com)

**Phone:** 703-580-6158

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This addendum is hereby incorporated into the solicitation documents of the above referenced IFB. The following items are clarifications, corrections, additions, deletions and/or revisions to the IFB, which shall take precedence over the original documents. Bidders must acknowledge receipt of this addendum by returning the signed original with the Bid submission prior to the hour and date specified in the solicitation.

**DESCRIPTION OF ADDENDUM**

The above numbered solicitation is amended as follows:

**1. PROCUREMENT SCHEDULE**

Extending the Bids Due (Bid Opening) Date to Tuesday, January 14, 2025 @ 12 Noon EST due to inclement weather. Please see attached Notice of Meeting Extension and the revised Procurement Schedule.

**DELETE:** Page 4

**REPLACE WITH:** Page 4 (**Revised**) attached herewith

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Except as specifically amended herein, all other terms and conditions of this solicitation remain unchanged and in full force and effect.

**Bidders must acknowledge receipt of this amendment by returning signed original with the Bid submission prior to the hour and date specified in the solicitation. Failure to acknowledge receipt of this Addendum may be grounds to declare your Bid unresponsive.**

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Company

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Address

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Name of Person Authorized to Sign \_\_\_\_\_

Print

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Notice of Bid Opening Extension

## IFB No. 025-003 PRTC Custodial and Janitorial Services Bid Opening

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Due to inclement weather, the Bid Opening for **IFB No. 025-003 PRTC Custodial and Janitorial Services** has been extended and rescheduled for **Tuesday, January 14<sup>th</sup> at 12 noon** at the PRTC Transit Center, 14700 Potomac Mills Road, Woodbridge, VA. 22192.

### **Bid Opening Details:**

Date: January 14, 2025  
Time: 12:00 Noon  
Location: PRTC Transit Center (Large Conference Room)  
14700 Potomac Mills Road  
Woodbridge, VA 22192

The Bid Opening will also be held via Zoom:

**Meeting ID: 816 8527 5461 Passcode: 837311**

Please contact LaWana Glymph at [lglymph@omniride.com](mailto:lglymph@omniride.com) or at 703-580-6158 if you have any questions.

## II. PROCUREMENT SCHEDULE

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PRTC anticipates following the procurement schedule as shown below. PRTC reserves the right to make changes to the schedule. All such changes shall be made via an addendum to the solicitation. It is the responsibility of each vendor to check the PRTC's procurement webpage (<https://omniride.com/about/business/procurement/>) or eVA, Virginia's online, electronic procurement system (<https://mvendor.cgieva.com/Vendor/public/AllOpportunities.jsp>) for information concerning this solicitation, including any addenda or notices.

<b>November 12, 2024</b>	<b>IFB Issued by PRTC</b>
<b>December 4, 2024</b>	<b>Pre-bid Conference 11:00 am EST In-Person at the PRTC Transit Center, 14700 Potomac Mills Rd, Woodbridge, VA 22192 and Virtually via Zoom</b>  <b>Facility walk-thru immediately following Pre-Bid Conference (Woodbridge Location)</b>
<b>December 11, 2024</b>	<b>Final Questions Due 12:00 Noon EST</b>
<b>December 18, 2024</b>	<b>PRTC Response to Questions</b>
<b>January 7 14, 2025</b>	<b>BIDS DUE (Bid Opening) 12:00 Noon EST</b>
<b>February 6, 2025</b>	<b>Recommend Award to PRTC Board</b>