County Administration Building	**Purchasing Department**
404 Elm Street	**Phone: 815-319-4380**
Rockford, Illinois 61101	**Fax: 815-319-4381**

July 24, 2024

ADDENDUM TWO

CARPET REPLACEMENT AT CORONER'S OFFICE
INVITATION FOR BID #24B-2355

1. Do you have specific bid form you want filled out and submitted with our proposal? All bid requirements and information can be found at www.wincoil.gov/purchasing
2. Will vendors have work access on the weekends? Yes
3. Will vendors need keys and access cards? Yes. Keys will be distributed by the facilities department and must be turned in ate the end of each day and cannot leave the premises. Swipe access cards will also be issued as well.
4. What is the height of the baseboard trim? Please adjust to 4.5-inch vinyl base.
5. What will need to be done with the bathroom transition strip? If the current one can remain that is fine, if not we please provide a price on new metal transition strips.
6. What is done in the file system room? If the file units are not attached to the wall, the contractor will need to move it and carpet. If the file units are attached to the wall, then you may carpet up to the unit. Depending on the confidentiality and file location staff will also support moving files.
7. Where will the dumpster be located? The dumpster will be located behind court house at the loading docks.
8. Will a permit be needed for the dumpster? No.
9. Where will the temporary office furniture holding areas be when carpeting? Contractors may move furniture to conference rooms and waiting areas while flooring is laid. Then move the furniture back.
10. Do you have scaled building plans for the area? No, we do not have scale plans. You may come and measure. Please set up time and dates prior to bid opening with Ted Seele at 815-319-4685.
11. Will the IT rooms need carpeting? No, you do not need to access the IT rooms.
12. Will there be any alternate flooring other than carpet, such in kitchen or eating areas? No. Please see specs for the bid. Carpet squares only are the need.

END OF ADDENDUM TWO