



**ADDENDUM NO. 2**  
**RFP# 17-09**  
**TOWN OF CUTLER BAY**  
**JANITORIAL MAINTENANCE SERVICES**

Addendum #2 form shall be part of the original RFP # 17-09: Janitorial Maintenance Services document and modifies the original RFP as noted below:

**REVISION TO ORIGINAL RFP DOCUMENTS BELOW:**

**"RED"**

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**RESPONSE SUBMITTAL DUE DATE:**

**September 14, 2017**

**TIME: 2:00 PM**

**RESPONSE SUBMITTAL DUE DATE:**

**September 28, 2017**

**TIME: 2:00 PM**

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Sealed submittals including one (1) original and five (5) copies **plus** one (1) CD containing all documents submitted, must be received no later than **2:00 PM on Thursday, ~~September 14, 2017~~** and be clearly marked on the outside, “**RFP 17-09 - Janitorial Maintenance Services**”, by **Debra E. Eastman, MMC, Town Clerk, Town of Cutler Bay, 10720 Caribbean Blvd., Suite 105, Cutler Bay, Florida, 33189.**

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**1.1 SCHEDULE OF EVENTS**

No	Event	Date*	Time* (EST)
1	Advertisement/ Distribution of RFP & Cone of silence begins	07/27/2017	2:00 PM
2	<b>Mandatory Pre-Bid Meeting &amp; Facilities Site Inspections</b> (Town Center Building located at 10720 Caribbean Blvd., Suite 105, Cutler Bay, FL 33189)	<b>08/17/2017</b>	<b>10:00 AM</b>
3	Deadline to Submit Questions	08/24/2017	4:00 PM
4	Deadline to Town Responses to Questions	08/31/2017	5:00 PM
5	<b>Deadline to Submit RFP-Response</b>	<b>09/14/2017</b>	<b>2:00 PM</b>
6	Evaluation of Proposals	09/15/2017 through 10/06/2017	8:00 AM through 5:00 PM
7	Announcement of selected Contractors/Cone of Silence ends	<b>10/19/17</b>	9:00 AM

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5	<b>Deadline to Submit RFP-Response</b>	<b>09/28/2017</b>	<b>2:00 PM</b>
6	Evaluation of Proposals	<b>09/29/2017</b> through 10/06/2017	8:00 AM through 5:00 PM
7	Announcement of selected Contractors/Cone of Silence ends	<b>10/19/17</b>	9:00 AM

~~September 14, 2017~~ at which time their receipt will be publicly documented by the Town Clerk or his/her designee(s).

**All Responses must be received by the TOWN clerk by the due date and time. All Responses received after the due date and time will not be considered.**

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