



## STATE OF INDIANA

### **ADDENDUM 5**

### **Request for Proposal RFP 19-089**

### **INDIANA DEPARTMENT OF ADMINISTRATION**

**On Behalf of  
All State Agencies**

**Solicitation For:  
Janitorial Services**

**Response Due Date: July 6, 2020 by 3:00PM EST**

Stephanie Nelson, Senior Account Manager  
Indiana Department of Administration  
Procurement Division  
402 W. Washington St., Room W478  
Indianapolis, Indiana 46204

## ***Summary of Changes***

**Please note that the changes are not tracked in the file itself.**

**Due to ongoing concerns regarding the COVID-19 pandemic, the due date for proposals has been extended to July 6, 2020.**

### **RFP Main Document**

- Summary of Milestones (Section 1.24) has been updated to reflect the changes to the following Tentative Key Dates listed below:

Deadline to Submit Written Questions – Round Three	May 7, 2020 by 3:00 PM EST
Response to Written Questions/RFP Amendments – Round Three	May 14, 2020
Letter of Intent to Respond Due	May 21, 2020 by 3:00 PM EST
Submission of Proposals	<b>July 6, 2020</b> <del>June 4, 2020</del> by 3:00 PM EST
Submission of Reference Check Forms to State	<b>July 20, 2020</b> <del>June 18, 2020</del> by 3:00 PM EST
<b><i>The dates for the following activities are target dates only. These activities may be completed earlier or later than the date shown.</i></b>	
Proposal Evaluation	TBD
Proposal Discussions/Clarifications (if necessary)	TBD
Oral Presentations (if necessary)	TBD
Best and Final Offers (if necessary)	TBD
RFP Award Recommendation	<b>September</b> <del>August</del> 2020

### **MBE/WBE Subcontractor Commitment Form (Attachment A)**

- The due date has been updated to July 6, 2020.

### **IVOSB Subcontractor Commitment Form (Attachment A1)**

- The due date has been updated to July 6, 2020.

### **Reference Check Form (Attachment H)**

- The due date has been updated to July 20, 2020.

### **Letter of Intent (Attachment I)**

- The following sentence has been added:
  - *Please provide brief explanation on how the COVID-19 pandemic may have an impact on your ability to respond to the RFP.*
- Please complete the updated version and submit/resubmit.

Please use the updated version of all documents and disregard the previous versions.