

Addendum No. 2 to Hawthorn 73 Invitation to Bid Custodial Services

Issuing Agency: Hawthorn District 73

Original Issue Date: January 20, 2026

Addendum Issue Date: March 3, 2026

1. Purpose of Addendum

This Addendum is issued to modify and clarify the requirements of the above-referenced Invitation to Bid. The purpose of this Addendum is to correct the Total Annual Hours for the Labor Cost.

All prospective bidders shall acknowledge receipt of this Addendum and incorporate its requirements into their bids. Failure to comply may result in disqualification or termination for default if awarded.

2. Corrected page 31 of the Invitation to Bid Exhibit E: Bid Form: Labor Cost

Exhibit E: Bid Form – Labor Cost is hereby replaced in its entirety with the following revised table. The remaining parts of Bid Exhibit E: Bid Form remain unchanged.

EXHIBIT E: BID FORM (Updated Labor Cost)**1. BID FORM: LABOR COST****REQUIRED LABOR POSITIONS AND PRICING INFORMATION:**

Position Roles/Duties	Notes	Total FTE's	Total Annual Hours	Minimum Hourly Rate	Total Expense
Crossing Guard / Float Coverage	8 hour work day- 2080 hour base, off 9 minor holidays per person	1	2,008	\$15	
Day Shift Custodian	8 hour work day- 2080 hour base, off 9 minor holidays per person	7	14,056	\$15	
Evening Custodian	8 hour work day -2080 hour base, off 9 minor holidays, 7 holiday break days and 3 spring break	21	42,168	\$15	
Custodial Weekend	8 hour work day - 832 hour base, scheduled every Saturday and Sunday day shift	0.5	416	\$18	
Custodial Manager	8 hour work day- 2080 hour base, off 9 minor holidays per person	1	2,008	\$25	
TOTAL LABOR COST	N/A	30.5	60,056	N/A	

Note: Failure to submit a response in a manner that does not allow a clear determination of an exact amount may be considered non-responsive to the required bid elements.

3. Bidder Acknowledgment

Bidders shall acknowledge receipt of this Addendum in the space provided below or via the method specified in the Invitation to Bid. Submission of a bid shall constitute acknowledgment and acceptance of this Addendum.

Acknowledged By: _____

Company Name: _____

Authorized Representative: _____

Date: _____

All other terms and conditions of the Invitation to Bid remain unchanged.