



ADDENDUM #7

RFP 25-012

**JANITORIAL SERVICE CITY OF COMMERCE**

This addendum is being issued to include additional qualifications required by Offeror on RFP 25-012:

1. General question regarding RFP 25-012
  - Could you please confirm the specific person to whom we should address our proposal package when shipping it to the submission address?  
**Please refer to RFP 25-012.**
  - In order to accurately estimate cleaning requirements and costs, could you please provide the approximate square footage for each of the six buildings listed in the RFP.  
**City of Commerce Administrative Complex (110 State Street) – approximately 40,000 sq ft**  
**City of Commerce Library (1344 S. Elm Street) – approximately 9,500 sq ft**  
**Commerce Recreation Dept/Utilities Bldg (545 Cedar Drive) – approximately 4,500 sq ft**  
**Police Department (1491 S. Elm Street) – approximately 1100 sq ft**  
**CID Building/Police Department (1527 S. Elm Street) – approximately 1,500 sq ft**  
**Cultural Center (232 Cherry Street) – approximately 4,500 sq ft**

This addendum should be signed and returned with your proposal. Failure to do so may result in the proposal being non-responsive.

Debby Peete  
Finance Specialist  
City of Commerce

Company Name \_\_\_\_\_

Authorized Representative \_\_\_\_\_