



***GARLAND INDEPENDENT SCHOOL DISTRICT***

**PURCHASING DEPARTMENT**  
**501 SOUTH JUPITER ROAD**  
*Garland, Texas 75042*

**March 24, 2020**

**ADDENDUM #2, RFP #182-20**

**MOVING AND STORAGE MERCHANDISE AND SERVICES**

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum may be used as an evaluated factor.

Most facilities in Garland ISD are closed due to rising concerns about the spread of the coronavirus (COVID-19). This closure is based on guidance from state leaders, public health officials and additional factors. Our goal, as always, is student, staff and community health and safety. We will reassess at a later date. At this time active solicitations will be received electronically pursuant to the instructions included with the solicitation.

**PHYSICAL DELIVERY OF PROPOSAL CHANGE:**

For those that choose to respond to this solicitation via a hard copy (paper bid) please be advised that delivery of your proposal will be limited at this time to Tuesday and Thursday between the hours of 8:00am and 12:00pm central standard time but no later than the prescribed due date listed in the solicitation. Delivery of Proposal(s) will continue to be at:

Garland ISD Purchasing Department  
501 S. Jupiter, Garland, Texas 75042

Proposals submitted via the U.S. Postal Service are to be mailed to:

Garland ISD Purchasing Department  
P.O. Box 469026, Garland, Texas 75046-9026

Clearly mark all Proposal envelopes as instructed on the front page. Allow sufficient transit time.

NOTE: Delivery of Proposal envelope to other Departments within the Garland Independent School District is NOT considered as delivery to the Purchasing Department.

*Mark A. Booker*

Mark A. Booker  
Director of Purchasing

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Company Name

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Address

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City

State

Zip

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Signature

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Title