March 14, 2019

Addendum No. 3  
Linen Cleaning Services  
TU-1950

Ladies and Gentlemen:

The purpose of this addendum is to clarify certain portions of the above-referenced project with all prospective vendors.

**QUESTIONS:**

**Q1.** What is the difference between Pillow Cases & Pillow Case Covers?

**A1.** The pillow case cover goes over the pillow to protect it, and then the pillow case goes over the pillow case cover. Reference Specifications, Paragraph I. "Description of University Linen" for additional details.

**Q2.** Are there any specific requirements in regards to the 10 transport bins that will be kept on campus from 5/1/19 - 8/31/19? For example, are they required to be vinyl-sided or canvas? Is there a particular size that is required or is it up to the receiver of the bid?

**A2.** Bidders shall provide transport bins that meet or exceed the specifications of Uline Model Number: H-5201 (Poly Bulk Truck; [https://www.uline.com/BL_1281/Poly-Bulk-Truck](https://www.uline.com/BL_1281/Poly-Bulk-Truck)). Upon award, the successful Bidder must obtain TU approval of transport bin.

All addenda will be incorporated into the final contract documents and will be binding on all vendors responding to this solicitation. Each vendor submitting a bid/proposal must acknowledge receipt of all addenda by completing and forwarding Exhibit K with the bid response; failure to acknowledge addenda may result in bid/proposal rejection.

If you have any questions regarding this addendum, please contact me at (410) 704-2048 or email me at jefferymiller@towson.edu.

Sincerely,

Jeff Miller, C.P.M.  
Senior Purchasing Agent

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