

## **ATTACHMENT 1: Offeror Questions**

### **ITB LB26-052 Janitorial Services**

PLEASE DO NOT IDENTIFY YOUR NAME OR YOUR COMPANY'S NAME IN YOUR QUESTIONS.

ADD ROWS BY HITTING THE TAB KEY WHILE WITHIN THE TABLE AND THE FINAL ROW.

The following instructions must be followed when submitting questions using the question format on the following page.

1. THIS FORM AND THIS FORM ONLY ARE TO BE USED.
2. DO NOT CHANGE THE FORMAT OR FONT. Do not bold your questions or change the color of the font.
3. Questions must be received on time or will be rejected and not considered.
4. Enter the ITB section number that the question is for in the "ITB Section" field (column 2). If the question is a general question not related to a specific ITB section, enter "General" in column 2. If the question is in regards to a State Term and Condition or a Special Term and Condition, state the clause number in column 2. If the question is in regard to an attachment, enter the attachment identifier (for example, "Attachment A") in the "ITB Section" (column 2), and the attachment page number in the "ITB page" field (column 3).
5. Do not enter text in column 4 (Answers). This is for the University's use only.
6. Once completed, this form is to be emailed per the instructions in the ITB. The email subject line is to state **"ITB LB26-052\_Morrison Center Janitorial Services"** followed by **"Questions."**

## Question Form

**ITB LB26-052\_Morrison Center Janitorial Services**, for Boise State University.  
Offeror Questions are due by 5:00 pm MDT, per the date listed in Section 1 (page 3).  
Use this form ONLY and email your questions to Logan Brudenell @  
[loganbrudenell@boisestate.edu](mailto:loganbrudenell@boisestate.edu)

Question #	ITB Section	Question	University Response
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