



JEFFERSON COUNTY PURCHASING DEPARTMENT
Deborah L. Clark, County Purchasing Agent

1149 Pearl Street, Beaumont, TX 77701 409-835-8593 Fax 409-835-8456

MANDATORY PRE-BID MEETING

April 12, 2010

BID NAME: Term Contract for Janitorial Services for Jefferson County
BID NO: 10-001/KJS
DUE DATE/TIME: 11:00 AM, May 25, 2010
MAIL OR DELIVER TO: Jefferson County Purchasing Department
1149 Pearl Street, 1st Floor
Beaumont, Texas 77701

MANDATORY ON-SITE PRE-BID CONFERENCES FOR ALL VENDORS WILL BE HELD AS FOLLOWS:

Jefferson County Courthouse & Sheriff's Dept.	10:00 AM – Thursday, April 22, 2010
Jefferson County Annex Buildings I, II, and IV	10:00 AM – Friday, April 23, 2010
Jefferson County Port Arthur Buildings	10:00 AM – Tuesday, April 27, 2010
Minnie Rogers Juvenile Justice Center & Crime Lab	10:00 AM – Wednesday, April 28, 2010
Airport and Mid-County Buildings	10:00 AM – Thursday, April 29, 2010

Any questions relating to these requirements should be directed to Karen J. Smith, MBA, Assistant Purchasing Agent, at 409-835-8593.

All interested firms are invited to submit a bid in accordance with the terms and conditions stated in this bid.

RESPONDENTS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE INVITATION.

Deborah L. Clark
County Purchasing Agent
Jefferson County, Texas