



## **IFB ADDENDUM #1**

To: All Bidders

From: Rita V. Brousseau, Chief Procurement Officer

Date: January 13, 2021

Re: On-Call Roof Repairs IFB 2021-1

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This Addendum modifies and forms a part of the Bid Set documents dated December 30, 2020.

This Addendum consists of the following: Two (2) typed pages.

Where any items called for in the bid documents are supplemented here, the supplemental requirements shall be considered as added thereto. Where any original item is amended, voided, or superseded here, the other provisions of such items not specifically amended, voided, or superseded shall remain in effect.

### **Answers to bidder's questions:**

1. **Question:** In the advertisement page is stated: " The work is estimated to cost \$75,000.00 over a possible three-year contract period." in the next paragraph it is stated: " An initial one-year contract shall be awarded... LHA reserves its sole option to renew this contract for two additional one-year contract periods." You ask for a bid bond of 5% of the contract. If the contract shall be 1 year the bid bond should be for that amount of the one year. Is it possible that the \$75,000 budgeted amount be spent in one year only? If the one-year contract is awarded what bond amount should be furnished to the owner? The total contract or the one-year only.

**Answer:** It is not expected to reach a \$75K in any one given year based on past expenditures. The Contractor is required to submit 5% of their bid price submitted for one year. If LHA chooses to exercise its option to renew, pricing will be negotiated and bonds for that year will be submitted accordingly.

2. **Question:** The Form of the General Bid asks for Hourly Rate. If this project will be for one year only, we can carry this year's rate as shown in the Prevailing Wage sheets. But this is said to maybe extend to 3 years. Should you add a line for a yearly percentage increase on the labor rate to count for the yearly labor cost/wage increasements?

**Answer:** Please see answer to Q#1 above.



3. **Question:** There is no explanation what costs should be included in the labor hourly rate but what MA & DB Prevailing Wage Rate. Please clarify where should we add the labor burden costs such as Federal and State Taxes, Insurance Costs, Bond Cost, Overhead and Profit? The % Mark-Up of manufacturers list price is only for the material's costs. Where should we add the equipment costs such as lulls or cranes to load and unload materials on the roofs if needed?

**Answer:** The hourly rate shall be all inclusive (i.e. Federal and State Taxes, Insurance Costs, Bond Cost, Overhead, Profit and Equipment). For determining low bid, each contractor has a fixed amount for materials listed on the Form for General Bid. Any materials used on a project shall be billed at the purchase price +/- the % offered.

4. **Question:** The manufacturers list price may not be the actual price for materials that are purchased at the different material supply Yards/Stores. Please clarify what do you mean by "manufacturers list price".

**Answer:** Strike "manufacturers list Price" from Form for General Bid and replace with "purchase price" with the understanding that Contractor's shall do their due diligence in purchasing supplies and/or materials at the lowest price available.

5. **Question:** In page 22 of 158 of the bid documents, Summary Scope of Work, paragraph 1.a) is stated: "A qualified laborer shall be available on a 24-hour, 7 day-a-week basis at no additional cost above hourly bid price shall provide emergency service." Please clarify this statement. How should we get paid for this cost?

**Answer:** Contractors are hereby required to list their Emergency Hourly Rate on the Form for General Bid as follows: **Emergency Hourly Rate \$ \_\_\_\_\_ x 5 hours = \$ \_\_\_\_\_**. This amount will be added to the total in order to determine lowest responsive and eligible bid.

6. **Question:** In page 22 of 158 of the bid documents, Summary Scope of Work, paragraph 1.b) is stated: "The Contractor shall provide emergency call back service at any hour of any day or night, weekends and Holidays included, at no additional cost to the Authority." Please clarify this statement. How should we get paid for this cost?

**Answer:** We don't expect a Contractor to bill the Authority for answering a phone call.

**NOTE TO ALL BIDDERS: YOU MUST ACKNOWLEDGE RECEIPT OF ALL ADDENDA ON YOUR BID SUBMISSION FORM WHERE INDICATED OR INCLUDE A COPY OF ADDENDA IN YOUR BID SUBMISSION.**