



ADDENDUM NUMBER ONE

September 8, 2009

Request for Proposals #09-301-07-09 ON CALL ELECTRICAL SERVICES

THE FOLLOWING ADDENDUM IS BEING ISSUED TO INCORPORATE THE FOLLOWING IN THE REFERENCED REQUEST FOR PROPOSALS.

ITEM #1 DELETE THE COST PROPOSAL FORM AND REPLACE IT WITH THE ATTACHED.

ITEM #2 RESPONSES TO QUESTIONS SUBMITTED IN WRITING.

Q1: In the prior years the cost proposal form had hourly rates for equipment usage. How are we supposed to charge for these pieces of equipment?

A1: See Item #1.

Q2: Will HANO provide security for night time call outs?

A2: No.

Q3: Based on past experience, what's the annual number of dispatches and approximate cost/revenue per contractor?

| A3: Year | # Dispatches | Cost / Revenue |
|-----------------|--------------|---|
| 2008 - 2009 | 32 | Ranged between \$375 to \$20,000 per dispatch |
| 2007 - 2008 | 44 | Ranged between \$650 to \$65,000 per dispatch |

Q4: Will there be on one contractor selected or multiple contractors?

A4: It is anticipated that one or more contractors may be selected.

Q5: Who was or is the last/current contractor?

A5: The last contractor was W. J. Bloecher Electrical.

Q6: Will a flat rate be allowed for being a service provider and a separate charge per service call?

A6: The billing rates shall contain allowances for overhead, profit, insurance, and all contingencies in connection with performing the services requested.

Q7: With this contract being "as needed" is bonding necessary?

A7: No bonding is required.

Q8: If there's work outside of the area of expertise (electrical) would be required to subcontract the work to someone else? For example, if the job requires electrical and plumbing work, am I responsible for subcontracting a plumber to do the job? If so, how should the job be priced? Please stipulate further how this procedure should be handled.

A8: All electrical services required will be as described in Part II-Scope of services.

Q9: If extra employees are needed, beyond those currently listed, what is the procedure for handling such?

A9: Refer to:

- General Conditions for Non-Construction Contracts, Section II HUD-5370C
 - 7. Subcontracts
 - 8. Non - Federal Prevailing Wage Rates
- Supplemental Conditions:
 - Staffing/Equipment
 - Personnel

Q10: The Contracting Schedule and Employment and Training Schedule that is a part of the package, what are prospects suppose to do with this document?

A10: See: Employment and Contracting Plan

- Part 1. Section 3 Requirements, Contracting Procedures:
 - Bid/Proposal Phase
 - Pre-Award Phase

ITEM#3 ADD THE FOLLOWING TO SUPPLEMENTAL CONDITIONS

Payments

A 10% mark up is allowed for materials. Material invoices are required for verification with billing.

Proposals will be received by the Housing Authority of New Orleans (HANO) in the Office of Contracts and Compliance until **2:00 p.m.**, local time on **Tuesday, September 15, 2009.**

Proposals must be received by the Housing Authority of New Orleans (HANO) in the Office of Contracts and Compliance by 2:00 p.m., local time on Tuesday, September 15, 2009.

All terms and conditions shall remain as stated in the original Request for Proposals. **All addenda must be acknowledged.**

END OF ADDENDUM NUMBER ONE

**HOUSING AUTHORITY OF NEW ORLEANS
REQUEST FOR PROPOSALS
ON-CALL ELECTRICAL CONTRACTORS
RFP #09-301-07-09**

COST PROPOSAL FORM

The selected respondent shall provide the labor and equipment required to provide on-call high and/or low voltage electrical services in accordance with the Request for Proposals at the hourly rates indicated below:

| SKILLED AND OTHER LABOR | PER MAN HOUR | PER MAN HOUR NIGHTS, WEEKENDS AND HOLIDAYS (FOR EMERGENCY RESPONSES AFTER NORMAL HOURS) |
|--------------------------------|---------------------|--|
| LICENSED ELECTRICIAN | \$ | \$ |
| ELECTRICIAN'S APPRENTICE | \$ | \$ |
| LABORER | \$ | \$ |
| EQUIPMENT OPERATOR | \$ | \$ |
| EQUIPMENT USAGE | PER HOUR | |
| BUCKET TRUCK | \$ | |
| DIGGER DERRICK | \$ | |
| PICK UP TRUCK | \$ | |
| POLE TRAILER | \$ | |
| CABLE FAULT LOCATING EQUIPMENT | \$ | |
| BACKHOE | \$ | |
| 100KW Hi Pot tester | \$ | |

It is understood by the undersigned that the contract shall provide for on-call electrical services, where the undersigned agrees to perform the work at the hourly billing rates and set forth herein, and that payment will be made on actual hours worked at the hourly billing rates proposed (Holiday Time rates will be applied in accordance with the terms contained in the Supplemental Conditions contained herein). Actual hours worked will be verified by HANO at the completion of each dispatch order.

It is understood by the undersigned that the hourly labor rates proposed for crafts must, at a minimum, provide for the prevailing hourly Maintenance Wage Rate Determination rates required for the type of work to be performed under this contract (building and/or residential).

It is understood by the undersigned that the hourly billing rates shall contain allowances for overhead, profit, insurance, and all contingencies in connection therewith.

(Bidder's Name)

By: _____
(Signature)

(Printed or Typed Name)