



## ADDENDUM NUMBER ONE

March 14, 2016

**RFP #16-913-01  
ON CALL PLUMBING SERVICES FOR HANO PROPERTIES**

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

**ITEM #1 QUESTIONS RECEIVED IN WRITING**

**Q1. The Worker's Compensation amount for coverage is not in the RFP. Can we get clarification on what the appropriate limit would be for this job?**

A1. Refer to Item #2 of this addendum.

**Q2. On the Cost Proposal Form, there is only space to include labor hours for Master and Journeyman Plumbers. We may need to send a crew to assist with the job. How can we provide the labor cost for additional personnel?**

A2. Refer to Item #3 of this addendum.

**ITEM #2 SUPPLEMENTAL CONDITIONS, INSURANCE**

**Insert:** The Contractor shall provide to HANO an insurance certificate as specified below:

WORKER'S COMPENSATION/EMPLOYERS LIABILITY  
Statutory Benefits for State of Hire, Employer's Liability - \$500,000  
Voluntary Compensation Endorsement

**ITEM #3 COST PROPOSAL FORM, REVISED**

**Insert:** (Revised) Cost Proposal into the Request for Proposal, as attached.

**Proposals must be received by the Housing Authority of New Orleans (HANO) in the Office of Procurement and Contracts by 2:00 p.m., local time on Friday, March 18, 2016. All terms and conditions shall remain as stated in the original Request for Proposal. All addenda must be acknowledged.**

**END OF ADDENDUM NUMBER ONE**

**HOUSING AUTHORITY OF NEW ORLEANS  
REQUEST FOR PROPOSALS  
FOR  
ON CALL PLUMBING SERVICES FOR HANO PROPERTIES  
RFP #16-913-01**

**(REVISED) COST PROPOSAL FORM**

The successful Respondent shall provide all labor, materials and equipment required to perform on call electrical maintenance/rehabilitation services at all HANO owned communities. Direct labor hours shall include wages, overhead, profit, and general administrative costs incidental to the performance of the work. Reimbursement for materials and supplies including shipping and handling will be paid at cost upon submission of an approved invoice.

Respondent's may modify the position classifications identified on this form as necessary to reflect their specific proposed organizational structure for this engagement.

**The contractor shall provide a firm fixed hourly fee as described below:**

**Regular Hourly Rates – Monday thru Friday 8:00 a.m. to 5:00 p.m.:**

Master Plumber	\$_____ per man hour
Journeyman Plumber	\$_____ per man hour
Other Staff/Personnel	\$_____ per man hour

**Hourly Rates After Normal Business Hours - Monday thru Friday 5:00 p.m. to 8:00 a.m.,  
and Saturdays, Sundays and Holidays**

Master Plumber	\$_____ per man hour
Journeyman Plumber	\$_____ per man hour
Other Staff/Personnel	\$_____ per man hour

A standard work crew should consist of **not more** than two (2) journeymen, unless approved by HANO. The Contract Monitor should be notified if more crew members are required for service. The maximum allowable percent of mark up for profit and overhead shall not exceed ten percent (10%) above contractor's cost.

\_\_\_\_\_  
(Respondent's Name)

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed or Typed Name)

Title: \_\_\_\_\_

Date: \_\_\_\_\_