



**ADDENDUM
INVITATION FOR BID
MINOR PLUMBING MAINTENANCE, INSTALLATION AND REPAIR SERVICES
CITY OF AUSTIN, TEXAS**

IFB: JRD0029

Addendum No: 2

Date of Addendum: May 24, 2016

This addendum is to incorporate the following changes to the above-referenced solicitation.

- 1.0 Delete Paragraph 4. BONDS in Section 0400 – Supplemental Purchase Provisions in its entirety.
- 2.0 Delete Paragraph 7. EQUIPMENT RENTALS in Section 0400 – Supplemental Purchase Provisions in its entirety.
- 3.0 Delete the last statement in Paragraph 5.8.2. in Section 0500 - Scope of Work in its entirety and replace with the following:

The Contractor shall rent any tools that are required to perform the work in this SOW, that are not considered basic. Prior to renting any equipment or tools, the Contractor shall have the CM or designee's written approval. Under no circumstances shall Contractor rent equipment or tools without prior written approval. The Contractor shall not be reimbursed for rental costs which do not have the CM or designee's written approval. The Contractor may charge the City a markup of up to ~~10%~~20% above the rental fee for tool rentals. All markup charges shall be in accordance with Section 0600 – Bid Sheet. If the CM does not provide approval for the rental, the Contractor shall, at its own expense, either purchase or provide the CM an alternate equipment or tool rental.

- 4.0 Delete Paragraph 6.2.4 in Section 0500 - Scope of Work in its entirety and replace with the following:

6.2.4. The Contractor shall be responsible for acquiring all necessary permits, licenses, and fee to perform the work, of which the cost will be fully reimbursed upon submittal of the final invoice. Permits are not subject to a markup.

- 5.0 Clarifications: Replace Section 0600 - Bid Sheet with **Section 0600 - Bid Sheet - UPDATED 05242016**.

- 6.0 Questions and Answers.

(Q1) Is Section 0600, Line No. 11 asking Vendors to bid our markup on subcontracting?

(A1) In Section 0600 - Bid Sheet, Line No. 11 is included in the bid sheet to allow the Vendors to charge an administrative fee above costs for conducting services encountered on a job, that are not covered under the labor rates associated with plumbing services. Yes, the Vendors may include subcontracted opportunities.

(Q2) If I wanted to subcontract some of the tasks to other vendors, how would we do that?

(A2) As soon as you determine you would like to subcontract services, you should contact the City's Small and Minority Business Resources Department (SMBR) at (512) 974-7600 to obtain a list of MBE and WBE firms available to perform the service or provide the supplies or materials. SMBR will provide the steps to complete the Good Faith Effort process.



(Q3) I am not sure if I need to subcontract right now, can I decide to subcontract after the contract award?

(A3) Yes, if you decide you want to subcontract after the contract is award, you can contact SMBR at (512) 974-7600 and follow the Good Faith Efforts at that time.

(Q4) On Section 0600, what should Vendors enter for line items 13 through 16?

(A4) If your firm can offer any additional services that could be used while performing on this contract, list those labor classifications. Refer to Section 0500 - Scope of Work, Paragraph 3.1.9.

(Q5) Where can Vendors bid on the price for an employee to leave the jobsite to pick up parts and materials?

(A5) There is not a specific line item for picking up parts and materials. In Section 0500 - Scope of Work, Paragraph 6.2.2. and 6.2.3., the City is requesting that the Contractor familiarize themselves with the project enough to provide a quote with the estimated time and materials needed to complete the project. This is reiterated at the top of Section 0600 - Bid Sheet, Section 1 instructions.

(Q6) Where do Vendors bid on the cost for an employee to come to the jobsite to assess the project and provide a quote?

(A6) In Section 0500 - Scope of Work, Paragraph 6.2.3., the City is requesting that the Contractor familiarize themselves with the project enough to provide a quote with the estimated time and materials needed to complete the project. The estimate shall not include a separate charge for administrative, overhead, per diem and transportation (i.e. travel time, mileage, and fuel) costs. These expenses shall be included in the hourly rates and shall not be paid separately.

(Q7) For an emergency job, would the Contractor give a verbal quote and follow up with a paper quote?

(A7) Yes, in Section 0500 - Scope of Work, Paragraph 5.4.1.4, the Contractor shall follow up with a paper quote no later than two (2) business days following the verbal quote offered within two (2) hours of arrival to the job site.

(Q8) Is the Interested Parties Disclosure form 1295 required with the bid submittal or after contract award?

(A8) The 1295 Form should not need to be submitted with your bid package, it will be requested at the time of contract award.

(Q9) Is the performance bond job specific, or is it for the total dollar amount of the contract?

(A9) Section 0400 - Supplemental Purchase Provisions, Paragraph 4. BONDS has been deleted in its entirety.

(Q10) Apprentices are not listed on the prevailing wage documents. Do apprentices get the same wage rate as plumbers?

(A10) The Contractor should consult the U.S. Department of Labor and the wage rates specified by the particular programs in which they are enrolled.



(Q11) What is the difference between this contract and the previously awarded plumbing contract?

(A11) The City previously awarded a contract for major plumbing renovations and repair where the Building Services Department will act as the General Contractor. The intent behind this contract is for minor repairs, like-for-like replacement. No major construction or renovations will happen under this contract. Those projects will be handled by other City departments.

(Q12) Section 0500 - Scope of Work, Paragraph 6.4.5 states that the Contractor shall notify the City in the event that the Contractor encounters hazardous material. Will the City be providing the information that they currently have on known whereabouts of hazardous material to the Contractor?

(A12) The City does have some of the information regarding locations of hazardous material, and the City will schedule the Contractor to work around those locations. Section 0500 - Scope of Work, Paragraph 6.4.5. is about the Contractor coming across hazardous material of which the City was previously unaware.

(Q13) In regards to Bid Sheet, Section 3 – Charge for Emergency Services. Item 12, can you define “Unit Price (Each)”?

(A13) Section 0600 – Bid Sheet, Section 3 has been removed.

(Q14) In an emergency situation in which a repair must be done immediately and the Contractor must leave site to purchase the materials, is that time billable?

(A14) There is no line item for leaving the site to purchase materials. In Section 0500 - Scope of Work, Paragraph 6.2.2. and 6.2.3., the City is requesting that the Contractor familiarize themselves with the project enough to provide a quote with the estimated time and materials needed to complete the project. This is reiterated at the top of Section 0600 - Bid Sheet, Section 1 instructions.

(Q15) If a city permit is required for a job, can the Contractor invoice the permit cost plus mark-up?

(A15) Permits shall be billed at the cost of the permit (mark-ups are not allowed). Section 0500 – Scope of Work, Paragraph 6.2.4. has been updated to reflect this change.

(Q16) In regards to the Payment Bond in Section 0400, does this imply that a Payment Bond is required each time a subcontractor is used for an emergency service call or a budget proposal for a specific project?

(A16) Section 0400 - Supplemental Purchase Provisions, Paragraph 4. BONDS has been deleted in its entirety.

(Q17) Section 0300 was not included in the Bid Documents, where is it located?

(A17) PDF versions of all incorporated documents are located at the following link: https://www.austintexas.gov/financeonline/vendor_connection/index.cfm#STANDARDBIDDOCUMENTS as stated on the second page of the Offer Sheet.



7.0 ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

BY THE SIGNATURES affixed below, this Addendum is hereby incorporated into and made a part of the above-referenced Invitation for Bid.

APPROVED BY:

Jonathan Datchau, Senior Buyer Specialist
Purchasing Office

5/24/2016
Date

ACKNOWLEDGED BY:

Vendor Name

Authorized Signature

Date

RETURN A COPY OF THIS ADDENDUM
to the Purchasing Office, City of Austin, Texas with your bid.
Failure to do so may constitute grounds for rejection of your bid.

