

MOUNT VERNON CITY SCHOOL DISTRICT
165 NORTH COLUMBUS AVENUE
MOUNT VERNON, NEW YORK 10553
E-MAIL: hthompson@mtvernoncsd.org, **Fax:** (914)665-3395

TO: All Bidders
FROM: Board of Education of the Mount Vernon City School District
DATE: **June 17, 2024**
RE: Bid # 2024/25-03 Electrical Installation and Repair Services

ADDENDUM # 1

Attached please find Addendum No. 1 for your review and use.

Please make note of the following corrections in the Bid Form:

Update submission for an apprentice hourly rate

- 1. Bid Proposal Form**
- 2. Sexual Harassment Form**

PLEASE E-MAIL THIS COVER SHEET TOGETHER WITH YOUR COMPANY'S NAME TO OUR OFFICE AS CONFIRMATION OF RECEIPT.

Addendum No. 1 to the
Bid # 2024/25-03 Electrical Installation and Repair Services

**MOUNT VERNON CITY SCHOOL DISTRICT
165 NORTH COLUMBUS AVENUE
MOUNT VERNON, NEW YORK 10553**

Addendum 1

Question and Answer

This Addendum contains clarifications and/or changes to the requirements of the contract and/or bid specifications. Such clarifications/changes shall be incorporated into the contract/bid documents and shall apply with the same meaning and force as if they had been included in the original documents.

The conditions of the contract shall govern all work and services described in this Addendum. Wherever the conditions of the work and the quality or quantity of materials/services are not fully described in this Addendum, the conditions of the work, etc. included in the original contract and/or bid specifications for similar items of work shall apply to the work described in this Addendum.

The conditions of the contract, as enumerated in the contract documents and/or the bid specifications apply to all work described in this Addendum.

The following changes shall be and are hereby made:

Question: I noticed in the last Bid for Electrical Services, BID #21-22-17, December 14, 2021, the Bid Proposal Form was revised Via Addendum #1 to include the Apprentice Rates and to also revise the Working hours to 7:00 AM to 3:00 PM, Monday through Friday, to more Accurately reflect a straight time day versus overtime. Please consider revising the Bid Proposal Form to include Apprentices and correct working hours.

Answer: Under Installation and Repair Service: Routine Electrical Installation and Repairs shall be performed during working hours of 7:00 AM to 7:00 PM Monday through Friday. Should overtime service be requested, the District Director of Facility will approve the overtime billing rate. The attached Bid Form is updated.

Question: As per our attached letter, we are requesting the prevailing wage schedule for PRC#2024006710.

Answer: The prevailing wage schedule can be obtained at: <https://apps.labor.ny.gov/wpp/doFindProject.do> or <https://dol.ny.gov/public-work-and-prevailing-wage>

Question: Just want a clarification on Page 7 Conditions of the Contract, Paragraph 2(See attached) Is the "Right to Renew" for additional one year periods good for three (3) years after the first year of the contract, making it a four (4) year total Contract, or is the total contract only for three (3) years, including the Right to renewals?

Answer: Upon award, including the right to renewal, not to exceed three (3) years.

Question: I just noticed the "Bid Proposal Form", Page 22, does not include a provision for "Apprentices", as was done in the last BID #21-22-17, expiring PO 24161. As your current incumbent contractor, I cannot express the value of using Apprentices as the second electrician to reduce costs versus Using two (2) "Regular Man Hours" electricians.

Answer: Bid Proposal Form Updated.

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BID # 2024/25-03 ELECTRICAL INSTALLATION AND REPAIR SERVICES

BID PROPOSAL FORM

Company: _____

Bidder Signature: _____

Printed Name: _____

Bidder Address: _____

The prices provided **must** include the cost for all items and services identified in the bid specifications, including, but not limited to, the requirements set forth in the Technical Specifications. The contract will be awarded based upon the lowest total cost to the District for the term of this agreement. This contract shall be utilized on an as-needed basis. Quantities for the commodity set forth herein are estimates only. The District makes no guarantees as to the amount of work or materials that will be undertaken or purchased under this agreement. Estimated quantities shall be used for purposes of calculating the bid amounts.

This contract is for labor and services on an as-needed basis during the weekday operating hours listed here-in. The prices submitted must reflect the rate for service calls during the REGULAR operating hours or the OVER TIME operating hours.

BID# 2024/25-03 ELECTRICAL INSTALLATION AND REPAIR SERVICES

BID PROPOSAL FORM

(This contract is for labor and services on an as-needed basis during the weekday operating hours listed here-in. The prices submitted must reflect the rate of service during the REGULAR operating hours and the OVER TIME operating hours.)

INSTALLATION AND REPAIR SERVICES-

	<u>Hourly Rate</u>	<u>Estimated # of Hours</u>	<u>Total Cost of Labor</u>
Regular Operating Hours (Weekdays 7: 00 a.m. - 7:00 p.m.)	\$ _____	100	\$ _____
Over-Time Operating Hours (Weekdays 7: 01 p.m. - 6:59 a.m.)	\$ _____	100	\$ _____
Apprentice Regular Operating Hours (Weekdays 7: 00 am - 7:00 pm)	\$ _____	100	\$ _____
Apprentice Over Time Operating Hours (Weekdays 7: 01 pm - 6:59 am)	\$ _____	100	\$ _____
		TOTAL	\$ _____
		Estimated Cost of Materials to be purchased by <u>Contractor</u>	
	<u>Percent</u>		
Percent of Mark-up on special equipment and materials purchased by the contractor	_____ %	\$1,500	\$ _____
		ESTIMATED TOTAL ANNUAL COST	\$ _____
	GRAND TOTAL		\$ _____

Sexual Harassment Prevention Certification Form

By submission of this proposal, the person signing on behalf of the proposer, certifies under penalty of perjury, that: the proposer has and has implemented a written policy addressing sexual harassment prevention in the workplace; the proposer provides annual sexual harassment prevention training to all of its employees; and that the principal(s) and all employees of the proposer have completed the sexual harassment prevention training in the last twelve (12) months. Such policy shall, at a minimum, meet the requirements of Section 201-g of the Labor Law.

Proposer Name: _____

Proposer Address: _____

Print Name and Title: _____

Signature: _____

Date: _____

Sworn to before me this _____
day of _____, 20____

Notary Public