



October 31, 2024

RFP-2425-530

Furniture and Materials Moving

Danville Public Schools

Addendum 1

The following questions and concerns have been submitted for clarification:

1. Is a Class "A" Contractor's License required?
 - a. Virginia does not require a state contractor's license for this service, but if awarded you will be required to have a Danville City license
2. Is a bid bond needed, as this is a time and materials project and no amount is specified?
 - a. A bond is still needed as the Schedule of Values has an estimated quantity for each line item and an estimated annual can be achieved.
3. Does time start from leaving company facility or does time start from arrival at job site?
 - a. Travel time from your home base to the job site is not included. That would be either overhead or you could have your employees start the day at the job site. Labor hours are only for the actual time on the job. Travel times between DPS facilities would be allowed as part of the PO amount.
4. Are we just providing an hourly rate to have our company provide the described service?
 - a. You will need to show the total amount of hourly wage including overhead and profit. Line items are just for mark-up percentage against material and equipment rental costs.
5. Does basic carrier liability, \$.60/lb., apply?
 - a. Basic carrier liability, \$.60/lb., is part of your trade's basic business costs/overhead. Your company would be required to safeguard all DPS owned items, while in your charge.

All other requirements of this specification will remain unchanged.

****Required to be submitted with Bid****
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You hereby certify and acknowledge that you agree that the terms of this agreement will be governed by the laws of the Commonwealth of Virginia and that the City of Danville is the appropriate jurisdiction and venue to settle any matters that may come in dispute over this contract or agreement.

Firm _____
 Address _____

Name (print or type) _____

Signature _____ Date _____

Title _____

Telephone _____ Fax _____

<u>Task</u>	<u>Est. Quantity</u>	<u>Unit Price</u>	<u>Unit</u>	<u>Annual Total</u>
001 Moving items within same building (plus overhead and profit):	<u>2,500</u>	\$ _____	/HR	\$ _____
002 Moving items to other buildings (plus overhead and profit):	<u>2,500</u>	\$ _____	/HR	\$ _____
003 Packing items for moving/storage (plus overhead and profit):	<u>2,000</u>	\$ _____	/HR	\$ _____
004 Administrative Labor (plus overhead and profit):	<u>1,000</u>	\$ _____	/HR	\$ _____
	<u>Total estimated annual cost:</u>			\$ _____
005 Materials/equipment rental mark-up:		<u>N/A</u>	\$ _____	%

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IS A COPY OF YOUR CLASS (A) VIRGINIA CONTRACTORS LICENSE INCLUDED?

NOT REQUIRED

BID BOND ENCLOSED

YES NO

ACKNOWLEDGE RECEIPT OF ADDENDUM 1

YES NO

