

OFFICE OF PURCHASING  
O'KEEFE ADMINISTRATION BUILDING  
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## Addendum No: (1)

Bid No: 40006-TC #131  
Bid Name: Campus Moving – 25-26 FY  
Opening Date: April 10, 2025 at 2:00PM CST

Addendum No: 1  
Date Issued: April 1, 2025

*This addendum is hereby officially made a part of the referenced solicitation. The below has been clarified as follows.*

### **\*\*Clarification:**

1. In addition to Page 7 6k - referencing Bidder's personnel's professionalism; Unless Bidder's personnel are working on an authorized job, there is to be no loitering on any Campus or locations at any time.
2. In addition to Page 4a & 4b - referencing signing in prior to beginning a job; Bidder must also sign out upon completion of the work where the work commences. If the job commences at LPAA in Baton Rouge or alternate location, then the Bidder will be required to contact the Delgado Property Control Manager upon the commencement of the equipment/materials drop off. Jobs performed without signatory proof or check-in may result in non-payment of those services.
3. In addition to Page 5 6b - when estimating/completing the jobs; Bidder is required to provide the size truck needed for each specific job. If the Bidder elects to provide a truck larger or smaller than what would be required for the job, then the added expense of that larger or smaller vehicle will be at the cost of the bidder.

### **\*\*Questions Submitted:**

1. Will there be stairs involved. If so at which locations. Possibly, all campuses/sites have more than one story buildings. Elevators are oftentimes available for use.
2. Is there an inventory list of the items to be moved, if not, can a general non-specific list be provided? This is not a 1-time job request, it is for a term contract for between 1-3 years. No inventory list, these are College Campuses/Sites without Dorms. See Page 5 6a, 6b & 6c for Specifications.
3. For the mandatory 3 labor hours daily clause. What task are expected to be completed during the 3hour period? This is the minimum amount that will be paid for a job and any tasks a specific job requires is expected.

Acknowledgement: Acknowledgement on the next page of this addendum is mandatory.

**Bidder shall acknowledge where indicated on the Bid Form or if your Bid has already been submitted, please sign below where indicated and email this form in its entirety to [wboesc@dcc.edu](mailto:wboesc@dcc.edu), it can also be mailed to the address stated on page 2 of the Bid Document or faxed to (504) 762-3089. Whether indicated on the Bid Form, by email, mail or fax, acknowledgement of this Addendum must be legible and received prior to the opening date and time indicated in the bid documents. **Failure to acknowledge and/or submit addenda by the bid due date and time will cause your bid to be disqualified.****

The below signed acknowledges receipt of this addendum

Company: \_\_\_\_\_ Signature: \_\_\_\_\_

Printed  
Name \_\_\_\_\_