



JEFFERSON PARISH

PURCHASING DEPARTMENT

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR



August 21, 2025

ADDENDUM # 1

Bid Number: 50-00148497

Bid Opening Date: September 4, 2025 at 2:00 PM

Three (3) Year Labor Only Contract to Troubleshoot, Repair, and Replace Various Manufacturers and Styles of Automatic & Manual Entrance Doors for the Jefferson Parish Department of General Services

QUESTIONS & ANSWERS

Question #1: Does the scope include maintenance and replacement of automatic sliding doors, or is it limited to auto operators on manual doors?

Answer #: The scope includes maintenance, repairs, and full replacement of various automatic and manual doors.

Question #2: Does the contract involve full replacement of glass aluminum storefront systems? For context, we specialize in:

- Mechanical and electro-mechanical door hardware
- Access control systems
- Auto operators
- Automatic sliding door hardware
- Hollow metal doors and frames
- Wood doors and frames
- Master key systems
- All-glass aluminum doors and hardware (excluding the glass itself)

Answer: Yes, the contract involves full replacement of glass aluminum storefront systems if needed.

Question #3: If glass work is included in the scope, would subcontracting that portion be acceptable?

Answer: The requesting department confirmed that subcontracting that portion of the scope is acceptable.



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Question #4: If we submit our bid now and addenda are released later, would we need to resubmit our entire bid, or simply acknowledge the changes?

Answer: All addenda must be acknowledged by number on the bid form for each one issued.

Question #5: Our company holds a Locksmith License with the Louisiana State Fire Marshal, as well as a Low Voltage Contractor License from the Louisiana State Licensing Board for Contractors. To my knowledge, this classification covers all Locksmith/Property Protection work. Could you confirm whether this satisfies the licensing requirements to bid?

Answer: Please refer to Section 2.0 for license requirements.

Questions #6: Lastly, could you clarify how replacement parts would be managed under the contract when those situations arise?

Answer: In case of excessive downtime, Jefferson Parish may provide an additional purchase order, not to exceed \$10,000.00, to the successful bidder to obtain the necessary part(s) to complete the repair work. Jefferson Parish will not allow any markup of the dealer's invoice cost.

***** PLEASE REMEMBER TO ACKNOWLEDGE THIS ADDENDUM BY NUMBER ON BID FORM WITH BID SUBMISSION *****

Sincerely,

Sean Dumas

Sean Dumas

Purchasing Specialist, II

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.