



JEFFERSON PARISH

PURCHASING DEPARTMENT

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR



September 4, 2025

ADDENDUM # 1

Bid Number: 50-00148347

Bid Opening Date: September 9, 2025 at 2:00 PM

Three (3) Year Labor Only Contract to Provide Plumbing Services and Repairs for the Jefferson Parish Department of General Services

QUESTIONS & ANSWERS

Question #1: I understand that it is the Parish's right to get a second opinion for an estimate on a job, but do we get to charge the time for the estimator to drive to the job location and put in the estimate?

Answer: Please reference section 3.0 in the specifications. Hourly pricing for a technician and a helper shall include the following: labor for estimator, labor for repair work, and labor for software programming. The technician and helper arriving at the worksite to perform services shall verify the start time by meeting with an owner's representative and signing in (If available) on an owner-provided logbook. Please note failure to sign in with a parish representative may cause non-payment of an invoice for services. The project estimator departing from the work site shall verify the departure time by meeting with an owner's representative and signing out (If available) on an owner [1] provided logbook. Please note failure to sign out with a parish representative may cause non-payment of an invoice for services.

Question #2: How do we charge for travel time? Is this an expense that we must include in the estimate?

Answer: Please reference section 3.0 in the specifications. The technician and helper arriving at the worksite to perform services shall verify the start time by meeting with an owner's representative and signing in (If available) on an owner-provided logbook. Please note failure to sign in with a parish representative may cause non-payment of an invoice for services. The project estimator departing from the work site shall verify the departure time by meeting with an owner's representative and signing out (If available) on an owner [1] provided logbook. Please note failure to sign out with a parish representative may cause non-payment of an invoice for services.

Question #3: I don't see any information about the material for jobs. Do we just include the cost in our estimate with markup, or is this something that the Parish purchases for the job from a list the contractor provides?

Answer: Please reference section 3.0. in the specifications. 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 SUBMISSION ***



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RENNY SIMNO
DIRECTOR



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.