



# TERREBONNE PARISH CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361  
985-868-5050 • WWW.TPCG.ORG



**November 22, 2022**

**Sent Via: Email, Central Auction House and TPCG Website**

**To All Bidders,**

**RE: Addendum #1 for Bid 22-EPSS-102 Purchase of New/Unused Modular Building for the Eastside Public Safety Substation**

This letter is considered Addendum #1 for the above referenced bid. Any changes, deletions, and/or additions made by addenda shall take precedence over information in the original document. This addendum is to inform you of the following:

- Add the attached pages numbered 22 & 23 left out in error
- Delete the section titled "Acceptable Manufacturers" numbers 1-4 including the first sentence of the specifications. The following applies as stated on pages 2-3 of the bid document:
  - Whenever materials or equipment are specified or described in the Bidding Documents by using the name of a certain brand, make, supplier, manufacturer, or definite specification; the naming or specification of the item is only intended to denote the quality standard of the item desired and to convey and establish the general style, type, character and quality of material, equipment or product desired and does not restrict bidders to the specific brand, make, manufacturer, or specification named; and that equivalent products may be acceptable.
- Add the sheets titled: Updated A200 and OTP Survey attached separately and considered part of Addendum #1
- The following addresses questions associated with the bid:

**Eastside Public Safety Substation  
Modular Building Bid  
Addendum Questions**

1. Please outline the specific items that are to be included in the Scope of Work for the Bid? Nothing is outlined about delivery, installation, the floorplans are incomplete and do not contain foundation plans, specifics on the HVAC unit, decks and ramps, site conditions, timeframe for delivery and installation, permitting to name a few.
  - a. Owner is contracting with a General Contractor for site work, foundation work, and decks and ramps.
  - b. Vendor should assume site and foundation is in place when building arrives. Vendor is responsible for installing and securing building to foundation. Site contractor to connect utilities to building.
  - c. HVAC unit should be provided per specifications and location listed on sheet A100.
  - d. Building should be complete and ready to be occupied on site by June 30, 2023.
  - e. Building vendor is responsible for the building permit with Louisiana State Fire Marshal and Terrebonne Parish Consolidated Government

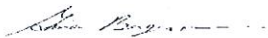
- f. See attached survey for site conditions.
2. Does the Vendor have to be a Louisiana licensed General Contractor?
    - a. Yes. The bidder's license number must be on the outside the envelope when submitted. If the bid is submitted through Central Auction House, the Contractor's license number must be included in the appropriate section.
  3. Are there any security requirements such as crew being badged prior to access on site?
    - a. No
  4. If the decks and ramps are not included in the scope of work for the Bid, then what do you want the vendor to do with the outside HVAC system components. Is the vendor responsible for hooking up these components. If not, the HVAC warranty may not be valid.
    - a. Vendor should assume site and foundation is in place when building arrives. Vendor is responsible for installing building on foundation. Site contractor to connect utilities to building.
  5. Is there a site contractor or is there a bid out for a site contractor?
    - a. Owner is contracting with a General Contractor for site work, foundation work, and decks and ramps. Site contractor will be on site for coordination and to connect all utilities.
  6. How is the building to be installed?
    - a. Vendor is responsible for installing and securing building to foundation. The means to install and secure the building to the foundation is up to the building vendor.
  7. Is the site in a flood zone?
    - a. The building is classified as an essential facility per ASCE 7: Category IV. Therefore, the building is designed above the 500-year flood elevation. The design meets this requirement plus 1'- 0".
  8. What is the finished floor elevation?
    - a. Finished Floor Elevation is 12.00'
  9. Can there be any alterations to these specifications? Particularly the HVAC system? Who is to set the HVAC air handler?
    - a. Alterations / exceptions can be provided. Vendor to qualify alterations in their bid. Vendor to list specific requirements to deviations from plans in the bid. Vendor to set and install HVAC unit.
  10. The Framing sections states that the framing can be metal "or wood construction is acceptable". Is this an error? Will you allow wood framing?
    - a. Either construction is acceptable. Vendor to verify structure meets all construction standards and codes. Structure to support all materials and able to withstand the design wind pressures. Vendor to verify structure meets all codes relative to that framing system type and their intended use.
  11. Are there any overhangs? Will awnings be installed over the exterior doors to protect the floors from wind driven rain?
    - a. See updated elevations attached showing overhead supported canopies over doors.
  12. Has the RFP established a budget?
    - a. \$ 675,000.00



13. Do you want steel construction or wood? Can the steel gauge be modified? You state either can be used and as you probably know there is a big difference in price, so naturally I would rather quote you wood construction. Not knowing your reasoning for the specification, you have adopted makes it hard to know for sure what you are looking for. In order to get my manufacturers to quote this, I need to know what to tell them. A few of my manufacturers cannot meet your steel requirements and would quote it if it is wood construction. I have one manufacturer that uses steel, but they do not use 14 gauge, thoughts?
- a. Either construction is acceptable. Vendor to verify structure meets all construction standards and codes. Structure to support all materials and able to withstand the design wind pressures. Vendor to verify structure meets all codes relative to that framing system type and their intended use.
14. What about the restroom ceiling height, it really should be 9' also if everywhere else is 9' unless you have a reason for it to only be 8'. Are you sure you only want it 8'?
- a. 8' minimum ceiling height is required, 9' is acceptable if building design/structure allows.
15. Cabinet and Millwork by others?
- a. Yes. See General note number 1 on sheet A100.
16. It sounds like you are describing a hard ceiling. Is a suspended acoustical ceiling acceptable?
- a. Alterations can be provided. Vendor to qualify alterations in their bid. Vendor to list specific requirements to deviations from plans in the bid.
17. Split system HVAC? Is there a desired manufacturer?
- a. HVAC unit should be provided per specifications and location listed on sheet A100. No desired manufacturer. HVAC to meet all standards and codes.
18. Will this building need tape, texture, and paint or will VCG (vinyl clad gypsum) be acceptable?
- a. Interior walls should be provided per specifications listed on sheet A100 under bullet 4 under Walls and Partitions.
19. The entry door looks like it has sidelights, is this a storefront door?
- a. This is up to the vendor. Design to meet applicable codes, hurricane impact glazing and able to withstand 153 MPH wind.

Also, please be reminded that you must acknowledge receipt of all addenda by entering the addendum number in the appropriate section of the bid. If you should have any questions or require additional information, do not hesitate to contact me 985-580-7272.

Sincerely,  
Gina Bergeron



Purchasing Division  
Terrebonne Parish Consolidated Government

gmb/

cc:  
Parish Administration/ File Copy  
Sharon Ellis, Purchasing/Warehouse Manager  
Kandace Mauldin, Chief Financial Officer  
Council Reading File  
Bid File

**AFFIDAVIT**  
**VERIFICATION OF CITIZENSHIP**  
(to be submitted within 10 days from receipt of "Notice of Award")

**BEFORE ME**, the undersigned Notary Public, duly qualified in and for the Parish and State aforesaid, personally came and appeared:

\_\_\_\_\_  
(name)

who after being first duly sworn, deposed and said that:

1. I am the \_\_\_\_\_ of \_\_\_\_\_.  
(title) (company)

2. I swear that \_\_\_\_\_ is registered and participates in a status verification system  
(company)

to verify that all employees in the state of Louisiana are legal citizens of the United States or are legal aliens.

3. I verify that if \_\_\_\_\_ is awarded the contract, it shall continue, during the  
(company)

term of the contract, to utilize a status verification system to verify the legal status of all new employees in the state of Louisiana.

4. I acknowledge that \_\_\_\_\_ shall require all subcontractors to  
(company)

Submit to \_\_\_\_\_ a sworn affidavit verifying compliance with Paragraphs (2) and (3) of  
(company)  
the Affidavit.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**Sworn to and subscribed before me** at Houma, Louisiana,  
on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
**NOTARY PUBLIC**

# Bidder's Check List

This checklist is for your guidance only and does not necessarily constitute each and every requirement of this bid. Please read the entire document thoroughly to ensure that your submission is complete.

Please check the box if you have completed the following:

**1. Bid documents are to be enclosed in a sealed envelope bearing the following on the outside of the envelope:**

- Bid name & Bid number
- Company's name
- Company's complete address
- Contractor's license number on envelope

**OR**

**2. Bids can be electronically submitted via CAH site and accompanied by the required documents specified herein.**

- Contractor's license number in appropriate section

**LINK:** <http://www.centralauctionhouse.com/Bid.php?cid=65>

**3. Official Bid Form Section "A":**

(Submitted in a sealed envelope delivered in the manner specified herein or uploaded to CAH)

- Completely filled out
- Acknowledged receipt of each addendum by inserting the number assigned on the line provided (if applicable)
- Signed and Dated
- Make/ Model/Stock/Part numbers
- Price(s) inserted

**4. Attachment(s) to be submitted with bid:**

(Submitted in a sealed envelope delivered in the manner specified herein or uploaded to (CAH)

- Signature Authorization: (Required By ALL Bidders)**

**Written evidence of the person signing the bid shall be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)**

- Provide documentation stating that the person signing the bid is authorized to bind the company to the requirements of the bid/contract.
- The documentation provided must be signed by a member of the company with authority as outlined herein
- Failure to include the appropriate signature authorization shall result in rejection of the bid as non-responsive.

**5. Documents to be submitted within 10 days after receipt of the Notice of Award:**

- Non-Collusion Affidavit
- Indemnification Agreement
- Insurance Certificate
- Certification Regarding Lobbying
- Affidavit Verification of Citizenship (E-Verify)

**\*If you are unclear about the "signature authorization" requirement or any other requirement herein, please do not hesitate to contact the Purchasing Office at 985-746-6705.**