



**ADDENDUM NO. 1**

DATE: March 16, 2023  
ITB: **ITB 23-45AB Navigational Aids and No Wake Buoys**  
DATE ISSUED: February 28, 2023  
BID DUE: March 28, 2023  
SUBJECT: **To provide responses to questions received.**

Ladies/Gentlemen:

**Addendum #1 is being issued to provide responses to questions received.**

**Questions:**

- 1) Question: Will the contractor be responsible for providing material for the missing markers? If so, can details be provided as well as a bid item?**

**Answer:** The successful contractor will need to provide materials to repair/replace any missing markers. Hampton does not have details of what items may be needed at this time. The City will provide a scope of work for each project and the awarded vendor(s) will prepare a proposal/quote to include labor, materials, equipment, etc. for that project. No work will be done until a purchase order and a Notice to Proceed has been issued.

- 2) Question: Because the contract is time and material the total value is not known, will the MBE and WBE goals be required if the contract exceeds \$100,000.00?**

**Answer:** MBE and WBE goals are not required for this project. If you anticipate using MBE/WBE subcontractors, you may list them.

- 3) If the work requires more than one person in a crew how will the City deem what is acceptable as far as crew size?**

**Answer:** The crew size would be determined by the contractor and job size. The City will provide a scope of work for each project and the awarded vendor(s) will prepare a proposal/quote to include labor, materials, equipment, etc. for that project. Any negotiations pertaining to any work order and/or fees will be conducted through PRLS (Parks, Recreation and Leisure Services) prior to a Notice to Proceed or purchase order being issued.

- 4) Should the labor rate include anticipated equipment as well?**

**Answer:** No, the labor rate covers the labor only, not equipment and materials.

**5) Can an equipment hourly rate be provided?**

**Answer:** No, only complete labor rates on the Pricing Sheet. Each project will require the awarded vendor(s) to prepare a proposal for the services required to include labor, materials, equipment etc.

**6) How much notice will the City provide to the awarded contractor when repairs and replacements need to occur over the one year contract?**

**Answer:** Each repair/replacement will have its own scope of work which will be provided to the awarded vendor(s). The awarded vendor(s) will prepare a proposal/quote for the required services which can include a timeline for that repair/replace. A written notice to proceed will be issued by the City for each project before any work may begin.

**7) Is this bid strictly a per hour rate covering all associated labor and equipment to service the buoys and aids in the attachment? If so, how will mobilization and demobilization cost be captured?**

**Answer:** This bid will be awarded based on the labor rate only. However, as stated in the bid document, each repair/replace will have its own scope of work which will be provided to the awarded vendor(s). The awarded vendor(s) will prepare a proposal/quote for the required services that will include labor, materials, equipment, mobilization and demobilization etc. A written notice to proceed and purchase order will be issued for each project before any work may begin.

**Bidders must take due notice and be governed accordingly. This addendum must be acknowledged as indicated in the Request for Proposal or your Bid may not be considered.**

**All other terms and conditions must remain the same.**

**For the City of Hampton**

**Alicia Brown, Buyer  
1 Franklin Street  
Hampton, VA 23669  
Phone: 757-727-2196  
Email: [alicia.brown@hampton.gov](mailto:alicia.brown@hampton.gov)**