



ADDENDUM TWO

DATE: October 23, 2020

TO: All Bidders

FROM: Sheila Brown, Interim Procurement/Contract Administrator

RE: **ADDENDUM #2 Questions and Answers**

1. Can explain what was stated at the meeting concerning 5 drawers or pulling from drawers?

MHA Response: MHA is not certain what statement you are referencing that was made during the pre-bid conference, but if you are referencing the payment for work completion please refer to the QSP, Section 18 Scope of Services, General Requirements, Item 7 which states ‘No requests for payment per unit will be accepted until the final walk through is complete and signed by the Authority and contractor’.

2. Is it ok to bid from national cost estimator or tool base repair? **MHA Response:** Yes

3. Can you give a list of the supplies that you all supply? **MHA Response:** Please refer to the QSP, Section 18 Scope of Services, General Requirements, Item 8 (a-q).

4. Do my subcontractors have to submit their own Automobile insurance and do they all have to have \$50,000/\$100,000 of coverage when they enter the property for work and do I have to submit my coverage as well with the same coverage? **MHA Response:** All prime contractors and subcontractors must have proper licensing and insurances as stated in the QSP with the specified coverage amounts.

5. We have our own workers, but you also mentioned about hiring residents and Section 3 training. How do we get information about hiring residents and Section 3 training?

MHA Response: Please submit an email to sbrown@mhatoday.org making the request for residents as well as application and job descriptions of positions you are looking to hire. We will in turn provide from our Resident Services Department residents that are interested to interview and hire. If hired, MHA requires weekly payroll documents (hourly wage forms) for each resident hired. Also, please visit our website www.mhatoday.org/procurement for information on Section 3 and Davis Bacon Wage Rates.

6. Does the Project Manager have to approve one job before we can go on to the next job? **MHA**

Response: No

7. When we finish one job are we able to get paid before going on to the next job? **MHA Response: Yes, provided the work can be completed within the timeframe of the days allowed in the contract.**

8. How do we report our time working? Do we report to the Project Manager concerning time of arrival from start to finish each day? **MHA Response: No, you may establish your own work schedule as long as progress is made toward the contract completion date.**

We are grateful for your interest in doing business with our Agency and we look forward to receiving a proposal from your firm.