

COLUMBUS METROPOLITAN HOUSING AUTHORITY

880 East 11th Avenue

COLUMBUS, OHIO 43211

DATE: February 2, 2018

BID# IFB 2018-001 Moving Service(s) for Ohio Townhouses, Glenview Estates, Eastmoor Square and Indian Meadows

TO ALL BIDDERS:

The specifications are hereby amended and supplemented by this addendum, which forms a part of the contract documents and should be considered in preparation of bid.

ADDENDUM # 1

1. Who is the Relocation Consultant (RC)?
 - a. Relocation Consultant has not been awarded
 - b. Awardee awaiting board approval
2. Relocation Consultant will work with moving company to coordinate all moves, not CMHA?
 - a. Yes
3. How will contract be divided between awarded companies?
 - a. 2 companies will be selected
 - b. Each company will be assigned up to 50% of moves
 - c. Percentage will be based on moving companies' availability at time of referral
4. How will cost be evaluated?
 - a. Cost will be evaluated by unit size and with or without basements only by unit
 - b. Example: (2w/basement X \$000.00 X (number of units) = \$000.00)
5. Please clarify three (3) day timeframe to complete each move?
 - a. Move must be completed on 3rd business day after referral/notification from RC
6. Items left in unit by tenant, are movers responsible for moving these items? (ex: mattress/dresser)
 - a. No
7. Is there an extermination plan set in place?
 - a. Yes
8. Are there any appliances being moved?
 - a. Only Washer and Dryers if the residents have them
9. Are movers responsible for unhooking and hooking up washer and dryers?
 - a. No
 - b. These items are the tenant's responsibility
10. Are movers responsible for television mounted on the wall?
 - a. No
11. How many moves are expected to be completed each day?
 - a. 1-3 moves per day
12. Will movers be moving tenants out of the units and then return them back to the unit?

- a. No
 - b. Tenants will be moving one time only
13. Will inplace moves require a truck?
- a. Some may need a truck based on property and some may not
14. Onsite vs Offsite moves, will all be in Franklin County?
- a. Most will be in Franklin County
 - b. Any out of county moves, cost will be negotiated with assigned mover
15. Will dry run/damage/inplace moves be calculated in submission total?
- a. No
16. Will Relocation Consultant be onsite?
- a. Yes
 - b. RC will have multiple locations
 - c. Property manager will be onsite
17. Who manages the sites that are being relocated?
- a. Wallick Communities
18. Are you using moving companies now for current relocation project?
- a. Yes
19. Self/Client Moves, what is the standard number of boxes per unit?
- a. 2bdrm fifteen (15) large boxes, 2 rolls of tape
 - b. 3bdrm twenty (20) large boxes, 3 rolls of tape
20. Are residents required to pack themselves?
- a. No
 - b. Moving companies are required to pack each resident unit
 - c. Some tenants will opt to pack themselves, moving company will provide packing materials
21. Have you considered an additional line for moves with packing and without packing?
- a. No
22. Please clarify, professionally pack, move and unpack the belonging of each move?
- a. Moving company must pack all tenant's items
 - b. Moving company must relocate all of tenant's items to the new location/address
 - c. Moving company must move all items from moving truck to inside or tenant's new location and set items in place
 - d. Unpacking boxes for tenant is not required
23. Section 3, how does this effect the bid?
- a. There is a possible price preference available for Section self-certification companies
 - b. Preference is up to 10% of lowest responsive bid
24. Is there any preference given for MBE?
- a. No
 - b. MBE is encouraged
25. How many submission packets are required?
- a. One packet is required
26. Are current moving company's submissions public record?
- a. Yes
 - b. Formal request is required
 - c. Form can be found @ cmhanet.com under forms
27. Please submit all questions by email to aguinichett@cmahnet.com by COB Tuesday 2/6/18