



**Memphis Housing Authority**  
**Capital Improvements Department**  
700 Adams Street, Room 107  
Memphis, Tennessee 38105-5029

**ADDENDUM NO. 1**  
**Issued: February 15, 2018**

This addendum shall become and form a part of the following solicitation:

**Solicitation #HM 18-B-00403**

**Elevator Replacement/Modernization for Elevators in High Rise  
Apartment Buildings**

**TO ALL POTENTIAL OFFERORS:**

This Addendum, including all articles and corrections listed below, shall become a part of the original solicitation package, and shall be taken into account in preparing your proposals.

In order to ensure that all firms are given an equal opportunity to submit a competitive bid, copies of Pre-Bid #1 Conference Meeting Minutes and Vendor's Questions shall be incorporated in Addendum #2.

Please acknowledge receipt of this addendum by signing, dating, and including a copy of this addendum in your proposal.

Name of Firm:

\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

**Revisions:**

- A. Please note that a second Pre-Bid Conference has been added to the attached Legal Notice.

**Second Pre-Bid Conference Date: Wednesday, February 21, 2018**

Time: 10:00 am

Place: Memphis Housing Authority  
700 Adams Avenue, Room 216  
Memphis, TN 38105

**End of Revisions**

**LEGAL NOTICE TO BIDDERS**

**The Memphis Housing Authority  
Invitation for Bid (IFB) For the Elevators Replacement/Modernization at the Four High-Rise Apartment Buildings; Venson Center TN 1-14, Barry Towers, TN 1-13, Jefferson Square, TN 1-18 and Borda Tower TN 1-23**

**Solicitation No. HM 18- B-00403**

The Memphis Housing Authority (MHA) will receive Firm Fixed Price Bids at the Capital Improvements Office, 700, Adams Avenue, Room 107, Memphis, TN 38105 until 2:00 P.M. on March 27, 2018 from highly qualified contractors to provide Elevator Replacement/Modernization & Maintenance Services for Four MHA High-Rise Apartment Buildings located at 439 Beale Street, 255 N. Lauderdale Street, 741 Adams Street and 21 Neely North of Memphis, Tennessee. The project scope includes Replacement/Modernization and providing a Services Maintenance Program.

The Invitation for Bid (IFB) package will be available for purchase, for a non-refundable cost of One Hundred Fifty Dollars (\$150.00), payable by cash, cashier's check, company check, or money order, beginning February 6, 2018. The IFB package can be obtained from the office of Memphis Housing Authority, located at 700 Adams Avenue, Room 107, Memphis, TN 38105. Inquiries about the solicitation package should be addressed to Memphis Housing Authority, Attention Frank Barnes at (901) 544-1148 or (901) 331-5157; or you may e-mail him at fbarnes@mhanewday.com

A Pre-Bid Conference will be held on February 14, 2018 at 10: 00 a.m. Central Daylight Time, at 700 Adams Avenue, Memphis, TN 38105 in MHA's Boardroom [room 216] on the second floor. Due to the complexity of this project, attendance for the Pre-Bid Conference is mandatory.

The MHA reserves the right to reject any or all offers and to waive any informalities in the bidding. No bid shall be withdrawn for a period of ninety (90) days after opening without the consent of the MHA.

The MHA solicits and encourages the participation of minorities and small businesses in all procurements.

CONTRACTING DEPARTMENT  
David Walker  
Contracting Officer

MEMPHIS HOUSING AUTHORITY  
Marcia E. Lewis  
Executive Director