



Memphis Housing Authority

Capital Improvements Department

700 Adams Street, Room 107

Memphis, Tennessee 38105-5029

ADDENDUM NO. 1

Issued: March 23, 2018

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

Solicitation #HM 18-B-00436

Construction Services for Barry Tower Dwelling Units Isolation Valves Replacements and Sanitary Cleanout Repairs

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 considered in preparing your proposals.

To ensure that all firms are given an equal opportunity to submit a competitive bid, copies of the Pre-Bid Conference meeting minutes, vendor's questions and responses and clarifications regarding Solicitation # HM 18-B-00436: Construction Services for Barry Tower Dwelling Units Isolation Valves Replacements and Sanitary Cleanout Repairs are included herein.

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

Name of Firm:

Signature: _____

Date: _____

Title: _____

MEETING MINUTES

Date: March 23, 2018

To: All Potential Offerors & Meeting Attendees (as listed below)

From: Michael Swindle, MHA Public Housing Operations

RE: Pre-Bid Conference

Solicitation # HM 18-B-00436: Construction Services for Barry Tower Dwelling Units Isolation Valves Replacements and Sanitary Cleanout Repairs.

A Pre- Bid Meeting was held at the Memphis Housing Authority Central Office in room 216 on Monday, March 19 2018 at 2:00 P.M. regarding Solicitation No. HM 18-B-00436 for Construction Services for Barry Tower Dwelling Units Isolation Valves Replacements and Sanitary Cleanout Repairs.

MS instructed all attendees to sign the meeting attendance sheet.

Meeting Attendees were as follows:

Michael Swindle	MHA
Russ Boatwright	CS3

See the Attached Attendees List

The following items were discussed in the Pre-Bid and are listed as follows:

1. **Review of Mandatory Submittals and HUD Forms**
 - a. **MS** reviewed the wage rate requirements. Davis Bacon applies to this project. If the contract is over \$100,000 certified payroll reports are required.
 - b. **MS** mentioned that bids shall be held for 60 days.
 - c. **MS** recommended reviewing solicitation package for timeline.
 - d. **MS** briefly review the Bid Form to confirm with potential bidder the difference between the Base Bid and the Bid Alternates, and the use of Allowance.
 - e. **MS** briefly reviewed the form of contract; same as 1 to 2 page agreement in construction document.
2. **Review of Scope of Work**
 - a. **MS** explained the Scope of Work.
 - b. **RB** mentioned that the space between the riser and the valve may not provide sufficient space to mechanical press cap on service line.
 - c. **MS** valve will need to be removed to eliminate problem with leaking valves.
 - d. **MS** installation of new valves will require contractor to open 1-1/2” to 2” main at a location above the toilet to allow maintenance staff easy access to valves.
 - e. **RB** limiting the down-time to four hours per day will require the contractor to

- provide a portable toilet facility for the duration of the project.
- f. **MS** the portable toilet trailer is the responsibility of the contactor and is required when the down-time will exceed four hours.
 - g. **RB** will painting only include the new drywall installation
 - h. **MS** per the specifications the wall should be painted from corner to corner

Questions from Potential Bidders

- a. **Q.** will the inline isolation valves for a set of dwelling units be replaced before the dwelling units isolation valves? **A.** Yes, will consider replacing a upstream valve for a set of units prior to replacing dwelling units isolation valves.
- b. **Q.** removal of the kitchen cabinet, is it the contractors responsibility or the owner? **A.** the owner will be responsible for removing and installing the kitchen cabinet and plumbing fixtures.
- c. **Q.** The existing wall appears to be a fire rated wall, will the new installation include fire rated components? **A.** Yes the new wall components and the access panel should be fire rated equivalent to the existing.

Scope Changes

- a. Delete scope of work related to repairing the cleanouts; therefore, the revised scope is only for replacing the valve sets in all units.
 - b. Replace product selection for access doors: Assess doors shall be fire rated; equivalent to WB-FRPU1212, WB-FR Premium Ultra Fire-Rated Access Door
 - c. The owner will be directly responsible for the arrangement and rental cost associated with portable toilets for the residents.
 - d. Bid shall be held for 60 days. Discard language that indicate otherwise.
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CLARIFICATIONS:

- 1 The bid due time is 1pm, Wednesday, March 28, 2018 CST
- 2 Bid Bond amount: reference Instructions to Bidders for Contracts Public and Indian Housing Programs (HUD- 5369), section 9. For bids exceeding \$25,000, the Contractor shall furnish a bid bond guarantee equivalent to 5% of the bid price; and one of the following;
- 3 Performance and Payment Bond: reference Instructions to Bidders for Contracts Public and Indian Housing Programs (HUD- 5369), section 10.
 - a performance and payment bond for 100% of the contract price, or
 - Separate performance and payment bonds, each for 50% or more of the contract price; or
 - a 20% cash escrow, or
 - a 25% irrevocable letter of credit
- 4 The Contractor will be charged liquidated damages at a cost of \$25 (twenty five dollars) per day for work extending beyond the contract specified completion date, which shall. The contract shall not be allowed to work on Saturdays, Sundays and MHA Holidays.
- 5 The General Contractor shall provide and maintain for the complete period of the construction, adequate insurance for Worker Compensation and Comprehensive General Liability. The minimum Comprehensive General Liability Coverage for this project is \$1,000,000 (one million dollars and zero cents).
- 6 The bid form includes an allowance, which will be used for work not specified in the document. Any work the contractor considers a change to the contract shall be approved by the MHA prior to procurement, and ordering goods and services. Unused allowance remains the property of the MHA and shall be deducted from the contract value via a deductive change order prior to project closeout.

END OF ADDENDUM
