



ADDENDUM NO 3. TO RRHA-IFB-2010-13

- Commodity:** Construction – Partial and Complete Modernizations, Elevator Installation, Waste Line Replacement
- Initial Issue Date:** January 19, 2010
- Bid Due Date:** February 10, 2010; 3:00 p.m. Eastern Standard Time (**Changed to February 12, 2010; 3:00 p.m. – See Addendum No. 2**)

Reference SCOPE OF WORK, Section II.I.8.: CHANGE TO READ:

8. **Doors, Frames, and Hardware**

Reference ATTACHMENTS, Section V.: ADD

- R. **FORM HUD-2530 PREVIOUS PARTICIPATION CERTIFICATION** (Attached to Addendum No. 3)

QUESTIONS AND ANSWERS

1. **Note 7 on Sheet 1-B1 states to “Remove and dispose of existing vanity light fixture”, but this note 7 is not indicated on the demolition drawings. Does this note apply to all bathrooms/units?**

Yes

2. **Note 8 on Sheet 1-b1 states to “Remove and dispose of existing shower doors”, but this note 8 is not indicated on the demolition drawings. Does this note apply to all bathroom/units?**

Yes

3. **Our company only has 1 part-time employee and 3 members of the LLC (members are not considered employees of the legal entity). If this is the case, they are not required by the State to carry WC. Do we need to put this coverage in place if they are not required by law to carry it?**

Section IV.N. **INSURANCE**, states that coverage is compulsory for employers of three or more employees, to include the employer. Although the LLC members are not considered employees of the legal entity they would be considered employers. Hence, the coverage would be required.

4. **As for the Commercial Auto Liability, I do not believe that the LLC owns any vehicles. Their GL policy includes Hired & Non-Owned Liability, but we do not have a separate auto policy for the LLC as there are no company owned vehicles. Please advise if this coverage is mandatory or if the Hired & Non-Owned coverage included in the GL is sufficient.**

The intent of this requirement is to protect the Contractor and RRHA from any liability arising from the Contractor causing the presence of automobiles on RRHA property during the transportation of materials or personnel during the contract period. RRHA requires coverage from the Contractor as well as any subcontractors. We will give consideration to hired and non-owned liability coverage and consult our legal counsel as to whether this is sufficient.

5. **We currently do not write Builders Risk insurance for this insured. We can certainly add this to the policy once the project has started. In order to schedule Builders Risk coverage to the policy, we will need the exact location, amount of coverage and material construction type. We can certainly do quotes now, but the coverage is not in place until we actually endorse the policy for a specific job. Please advise on what you need to see listed on the certificate for this coverage.**

In Section IV.N. **INSURANCE**, the Bidder certifies that if awarded the contract, it will have the listed coverage in place at the time the contract is awarded. This will allow the insurance company to gather all pertinent information to provide coverage and the certificate of insurance.

6. **Section M. "Performance & Payment Bonds" indicates that in the event that their bid is accepted, the contractor will secure the Performance/Payment bond for the contract amount. I do not see where it states that it needs to be 20% of the contract amount as we discussed on the phone. I want to be sure that their approved bond limit amount is enough to cover their actual contract in the event that they get the job. Otherwise, the bid bond may not be approved. Is there somewhere else that I am not seeing that states that only 20% of the contract is required for the performance bond amount?**

In the event that the bid is accepted the Contractor must secure a performance and payment bond. Form HUD-5369, Instructions to Bidders for Contracts Public and Indian Housing Programs (IFB Attachment L.), **Section 10. Assurance of Completion**, lists four assurance options applicable to this procurement program including (1) a

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performance and payment bond in a penal sum of 100 percent of the contract price; (2) separate performance and payment bonds, each for 50 percent or more of the contract price; (3) a 20 percent cash escrow; and (4) a 25 percent irrevocable letter of credit.

7. **Is HUD Form 2530(Previous Participation Certificate) required for the contractor to fill out? If so, can you forward it to me because it's not included with the IFB? It seems that RRHA should be the entity filling it out. Please advise.**

Form HUD 5369-A, **Section 12, Previous Participation Certificate**, requires the bidder to complete and submit with his/her bid the Form HUD-2530, "Previous Participation Certificate" with their bid or within three (3) working days of the bid opening. Failure to do so may render your bid nonresponsive. In addition, no contract award will be made without a properly executed certificate.

A copy of the Form HUD-2530 is attached to this addendum for your convenience.

8. **Does RRHA only want (1) copy of the IFB response? It does not specify.**

Only one (1) complete copy of your bid should be submitted.

9. **I am interested in bidding the appliances that will be used for these renovations. Can you tell me when you will take bids on the appliances.**

RRHA is a political subdivision of the Commonwealth of Virginia. We utilize a variety of procurement tools to purchase goods and services including public housing authority, City of Richmond and Commonwealth of Virginia term contracts. In the event, we elect to solicit bids for appliances they will be posted on our website on www.rrha.org and/or www.eva.state.va.us. Please visit these sites to view future procurement opportunities.

10. **For the gas line & rerouting Alternate #5, which units have the gas line and meter inside the unit? This is not indicated on the drawings so how are we supposed to know how many? Or is for all units in Creighton?**

Refer to sheet MP1-2 for existing gas line routing.

11. **For Alternate #4, the front exterior door replacement, is the hardware being replaced as well or are we reusing the existing? (Even if RRHA is providing the hardware, this can affect production if we have to salvage hardware.) ?**

Re-use existing hardware.

12. **In the prebid on Friday, January 29th, it was mentioned that some changes would be made to the bid form/pricing schedule, but I did not see them in the Addendum #1? Are these changes being made?**

Please see the revised pricing schedule as Attachment B to Addendum No. 1, Pages 20-22.

13. I cannot find a description of Alternates 1 through 7 that are listed on the bid form on page 25 of the IFB. The drawings only notes two alternate on the title page and these Alternates #1 and #2 appear to correspond with Alternate #5 and 4 respectively. I cannot find a description of these alternate on the drawings or in the specifications. Please advise.

Refer to Attached Specification section for alternates.

14. New doors are listed on Sheet A1.2 for the Decatur Elevator project, but the IFB notes that RRHA will be providing Doors and Hardware. Will RRHA be providing these new frames, doors, and hardware (or just the interior doors part of other apartment projects)? Please clarify/advise.

Frames and hardware to be provided by RRHA.

15. Roof repair is necessary for the Decatur Elevator project. Is the existing roof still under warranty? If so, what roofing contractor installed the original roof/holds that warranty for RRHA?

Existing roof is not under warranty

16. Electrical work is necessary for the Decatur Elevator project, but I do not see electrical specifications. Please advise.

Refer to sheets S1 thru S3, MP1-1, MP1-2, and E1-1 and E1-1

17. Fire alarm adjustments are necessary for the Decatur Elevator project. Who is the current fire alarm service contractor?

Fire Defence Services, ph: 804-796-FIRE

18. In the prebid on Friday, January 29th, it was mentioned that some changes would be made to the bid form/pricing schedule, but I did not see them in the Addendum #1? Are these changes being made?

They were revised and are attached to Addendum No. 1.

19. In the prebid on Friday, January 29th, I believe it was noted that the Creighton project would finish December 2011 or January 2012, but if you add up the Phase 1 (210 days), Phase 2 (380 days) and Phase 3 (590) days, the duration is over 3 years. Can you please clarify the allowed maximum schedule?

Phasing changed from 3 phases to 2.
Phase 1 duration 0 – 255 calendar days
Phase 2 duration 256-507 days.

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Phase 1 must be completed on or before March 1, 2011. If the March 1, 2011 date is not met, the \$2000/day liquidated damages will be applied.

Refer to section K in scope of work for original phasing schedule

20. In the invitation to bid for the Invitation to Bid No. 2010-13 the drawings on pages 492 through 497 I am told are only set up to print at 8.5x11. My Estimator would like for me to have these printed off as Full Size Drawing. Are these available digitally? This request is time sensitive due to the bid date as February 10. The drawings on the website I am referring to are for Project 9 – Waste Line Replacement and I cannot find them on your site. The set consists of SIX (6) pages.

Electronic version not available. Maybe try printing 11x17.

21. Will RRHA be providing the paint? It's not listed in supplied materials.

No, the Contractor must furnish

22. Can you tell me what pages refer to the Randolph project, in the addendum # 1 and the original.

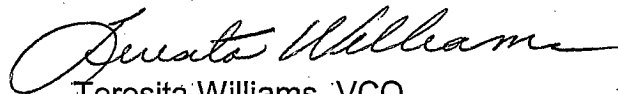
Please see **SCOPE OF WORK**, Section II.H. in the solicitation and references to the same in the addendum.

23. What kind of sub floor needs to be done on 2nd floor again on Randolph Project and are you supplying material? And it goes directly on top of existing floor right?

Refer to sheet A2-1 Randolph for scope of work and details.

Note: A signed acknowledgement of this Addendum must be received at the submission location indicated on the IFB either prior to the bid due date and hour or attached to your bid.

Sincerely,



Teresita Williams, VCO

Contract Officer

Phone: (804) 780-8747

Name of Firm

Signature / Title

Date

Previous Participation Certification

U.S. Department of Housing and Urban Development
Office of Housing/Federal Housing Commissioner

U.S. Department of Agriculture
Farmers Home Administration

OMB Approval No. 2502-0118
(exp. 9/30/2009)

Part I To be completed by Principals of Multifamily Projects. See Instructions

1. Agency Name and City where the application is filed		2. Project Name, Project Number, City and Zip Code contained in the application	
3. Loan or Contract Amount	4. Number of Units or Beds	5. Section of Act	6. Type of Project (check one) <input type="checkbox"/> Existing <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Proposed (New)

List of All Proposed Principal Participants

7. Names and Addresses of All Known Principals and Affiliates (people, businesses & organizations) proposing to participate in the project described above. (list names alphabetically; last, first, middle initial)	8. Role of Each Principal in Project	9. Expected % Ownership Interest in Project	10. Social Security or IRS Employer Number

Certifications: I (meaning the individual who signs as well as the corporations, partnerships or other parties listed above who certify) hereby apply to HUD or USDA-FmHA, as the case may be, for approval to participate as a principal in the role and project listed above based upon my following previous participation record and this Certification.

I certify that all the statements made by me are true, complete and correct to the best of my knowledge and belief and are made in good faith, including the data contained in Schedule A and Exhibits signed by me and attached to this form. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

I further certify that:

- Schedule A contains a listing of every assisted or insured project of HUD, USDA-FmHA and State and local government housing finance agencies in which I have been or am now a principal.
- For the period beginning 10 years prior to the date of this certification, and except as shown

<p>by me on the certification.</p> <p>a. No mortgage on a project listed by me has ever been in default, assigned to the Government or foreclosed, nor has mortgage relief by the mortgagee been given;</p> <p>b. I have not experienced defaults or non-compliances under any Conventional Contract or Turnkey Contract of Sale in connection with a public housing project;</p> <p>c. To the best of my knowledge, there are no unresolved findings raised as a result of HUD audits, management reviews or other Governmental investigations concerning me or my projects;</p> <p>d. There has not been a suspension or termination of payments under any HUD assistance contract in which I have had a legal or beneficial interest;</p> <p>e. I have not been convicted of a felony and am not presently, to my knowledge, the subject of a complaint or indictment charging a felony. (A felony is defined as any offense punishable by imprisonment for a term exceeding</p>	<p>one year, but does not include any offense classified as a misdemeanor under the laws of a State and punishable by imprisonment of two years or less);</p> <p>f. I have not been suspended, debarred or otherwise restricted by any Department or Agency of the Federal Government or of a State Government from doing business with such Department or Agency.</p> <p>g. I have not defaulted on an obligation covered by a surety or performance bond and have not been the subject of a claim under an employee fidelity bond.</p> <p>3. All the names of the parties, known to me to be principals in this project(s) in which I propose to participate, are listed above.</p> <p>4. I am not a HUD/FmHA employee or a member of a HUD/FmHA employee's immediate household as defined in Standards of Ethical Conduct for Employees of the Executive Branch in 5 C.F.R. Part 2635 (57 FR 35006) and HUD's Standard of Conduct in 24 C.F.R. Part 0 and USDA's Standard of Conduct in 7 C.F.R. Part 0 Subpart B.</p>	<p>5. I am not a principal participant in an assisted or insured project as of this date on which construction has stopped for a period in excess of 20 days or which has been substantially completed for more than 90 days and documents for closing, including final cost certification have not been filed with HUD or FmHA.</p> <p>6. To my knowledge I have not been found by HUD or FmHA to be in noncompliance with any applicable civil rights laws.</p> <p>7. I am not a Member of Congress or a Resident Commissioner nor otherwise prohibited or limited by law from contracting with the Government of the United States of America.</p> <p>8. Statements above (if any) to which I cannot certify have been deleted by striking through the words with a pen. I have initiated each deletion (if any) and have attached a true and accurate signed statement (if applicable) to explain the facts and circumstances which I think helps to qualify me as a responsible principal for participation in this project.</p>
<p>Signature of Principal</p>	<p>Certification Date (mm/dd/yyyy)</p>	<p>Area Code and Telephone No.</p>

This form was prepared by (Please print name)
Previous editions are obsolete

Page 1 of 2
ref Handbook 4065.1 form HUD-2530 (5/2001)

Schedule A: List of Previous Projects and Section 8 Contracts. By my name below is the complete list of my previous projects and my participation history as a principal, in Multifamily Housing programs of HUD/FmHA, State, and Local Housing Finance Agencies. **Note:** Read and follow the instruction sheet carefully. Abbreviate where possible. Make full disclosure. Add extra sheets if you need more space. Double check for accuracy. If you have no previous projects write, by your name, **"No previous participation, First Experience."**

1. List each Principal's Name (list in alphabetical order, last name first)	2. List Previous Projects (give the ID number, project name, city location, & government agency involved if other than HUD)	3. List Principals' Role(s) (indicate dates participated, and if fee or identity of interest participant)	4. Status of Loan (current, defaulted, assigned, or foreclosed)	5. Was Project ever in Default, during your participation? Yes <input type="checkbox"/> No <input type="checkbox"/> If *Yes,* explain	6. Last Mgmt. and/or Physical Inspcin Rating

Part II - For HUD Internal Processing Only

Received and checked by me for accuracy and completeness; recommend approval or transferal to Headquarters as checked below:

Date (mm/dd/yyyy) A. No adverse information; form HUD-2530 approval is recommended. C. Disclosure or Certification problem

Staff B. Name match in system D. Other, our memorandum is attached.

Supervisor Director of Housing / Director, Multifamily Division Approved Yes No Date (mm/dd/yyyy)