Document 00910

ADDENDUM NO. 2

Date of Addendum: 10/21/2019

PROJECT NAME: City Hall Concrete Slab Replacement

PROJECT NO: D-000181

PRE-PROPOSAL MEETING DATE: **November 5, 2019** (This is a change from October 22, 2019)

PROPOSAL SUBMITTAL DATE: **November 14, 2019** (This is a change from October 31, 2019)

FROM: City of Houston, General Services Department
900 Bagby, 2nd Floor
Houston, Texas 77002
Attn: Alex Torres, Project Manager

TO: Prospective Proposers

This Addendum forms a part of the Request For Proposal (RFP) and it will be incorporated into the Contract, as applicable. Insofar as the original RFP is inconsistent, this Addendum governs.

CHANGE IN PRE-PROPOSAL MEETING DATE

1. The Pre-Proposal Meeting Date for this project has been changed from October 22, 2019 to **November 5, 2019**. The location for the meeting will be at the City Hall Annex, 2nd Floor Lobby. Time of day for the Pre-Proposal Meeting remains the same.

CHANGE IN PROPOSAL SUBMITTAL DATE

1. The Proposal Submittal Date for this project has been changed from October 31, 2019 to **November 14, 2019**. Time of day and place for submittal of the Proposals remains the same.

CHANGE TO SPECIFICATIONS

2. Replace Section 00210CSP – Supplementary Instruction to Proposers with the attached document.

END OF ADDENDUM NO. 2

(CRC: 10/21/2019

Richard Vella DATE
Assistant Director, REDC
General Services Department

Document 00210CSP

SUPPLEMENTARY INSTRUCTIONS TO PROPOSERS

The following Paragraphs modify Document 00200CSP - Instructions to Proposers. Where a portion of the Instructions to Proposers is modified or deleted by these Supplementary Instructions, the unaltered portions of the Instructions to Proposers remains in effect.

PARAGRAPH 2.0 – DEFINITIONS:

Add the following sub-Paragraphs to this Paragraph:

P. Office of Business Opportunity (OBO): All references to Affirmative Action Contract Compliance Division (AACC) set forth in Document 00700 – General Conditions and in other documents of the Project Manual, shall refer to, and include, the Office of Business Opportunity.

Q. Director: Director, General Services Department, City of Houston.

PARAGRAPH 3.0 – NOTICE TO PROPOSERS

Add the following sub-Paragraph to this Paragraph:

C. The City will award this contract to a "Local Business", as that term is defined in Section 15-176 of the City of Houston Code of Ordinances ("the Code"):

- If the proposal of the Local Business is less than $100,000 and is the lowest responsible proposal or is within 5% of the lowest proposal received, or
- If the proposal of the Local Business is more than $100,000 and is the lowest responsible proposal or is within 3% of the lowest proposal received, and
- Unless the Director determines that such an award would unduly interfere with contract needs, as provided in Section 15-181 of the Code.

If there is no proposal of a Local Business that meets these criteria, the City will award the contract to the lowest responsible proposer.

PARAGRAPH 4.0 – REQUEST FOR COMPETITIVE SEALED PROPOSAL DOCUMENTS

Add the following sub-Paragraphs to this Paragraph:

A. Add the following Paragraph A.1:

1. All request for RFCSP documents should be sent to **Richard.Vella@houstontx.gov; cc: Alex.Torres@houstontx.gov.** All Addenda will be posted on the General Services website for your review.

E. Add the following sub-Paragraph E.1:

1. **Designation as a Hire Houston First City Business (CB) or Local Business (LB)**

To be designated as a City Business ("CB") or as a Local Business ("LB") for the purposes of the Hire Houston First Program, as set out in Article XI of Chapter 15 of the Houston City Code, a proposer or proposer must submit the **Hire Houston First Application and Declaration** to the Director of the Office of Business Opportunity and receive notice that the application has been processed and the appropriate designation (if any) is awarded, prior to the submission of a proposal or proposal. Proposers must show evidence of HHF designation (as applicable) prior to, or accompanying, the submission of a proposal or proposal.

The absence of a Hire Houston First designation does not preclude a business from proposing on City of Houston contracts.

Download the HHF Application and Declaration from the Office of Business Opportunity Webpage at the City of Houston e-Government Website, located at:

http://www.houstontx.gov/obo/hirehoustonfirst.html

or, delivered to:

Office of Business Opportunity
611 Walker, 7th Floor
Houston, Texas 77002.
Phone: (832) 393-0951
Fax: (832) 393-0646
hirehoustonfirst@houstontx.gov

PARAGRAPH 5.0 – EXAMINATION OF DOCUMENTS, SITE, AND LOCAL CONDITIONS

Insert the following sub-Paragraph:

D. Add the following sub-Paragraph D.1:

1. Area within contract limits is currently restricted. Access for examination is restricted to times, durations, routes and presence of City authorities, occurring at the conclusion of the Pre-Submittal Meeting or as otherwise directed by City Engineer. See Paragraph 15.0 below.

PARAGRAPH 8.0 – SUBSTITUTION OF PRODUCTS

NOT USED

PARAGRAPH 9.0 – PREPARATION OF PROPOSALS

Add the following sub-Paragraph I to this Paragraph:

I. For math errors the City encounters in analyzing Proposals, the following guidance will be used:

In the event of a conflict between:	The Proposal Price is:
1. Individual Unit Price and Extension of that Unit Price	Individual Unit Price times Estimated Quantity
2. A Unit Price extension and total of Unit Price Extensions	Sum of all Individual Unit Price Extensions
3. Individual Alternate and total of Alternates	Sum of all Individual Alternates
4. Individual subtotals for Stipulated Price, Base Unit Prices, Extra Unit Prices, Contractor Bonus, Cash Allowances, and Alternates; and the Total Proposal Price	Sum of Individual subtotals for Stipulated Price, Base Unit Prices, Extra Unit Prices, Contractor Bonus, Cash Allowances and Alternates

PARAGRAPH 10.0 – QUALIFICATION AND PROPOSAL SUBMISSION

Add the following sub-Paragraphs A.1 and A.2 to this Paragraph:

A.1 City Secretary will receive Statement of Qualifications at 900 Bagby, Room P101, Houston, Texas until **10:30 a.m.**, local time on **Thursday, September 26, 2019.**

A.2 City Secretary will receive Proposals at 900 Bagby, Room P101, Houston, Texas until **10:30 a.m.**, local time on **Thursday, November 14, 2019.**

PARAGRAPH 15.0 – PRE-SUBMITTAL AND PRE-PROPOSAL MEETINGS

Add the following sub-Paragraphs A.1 and A.2 to this Paragraph:

A.1 A Pre-Submittal Meeting will be held at **3:30 p.m.** on **Tuesday, September 10, 2019**, in the Second Floor, Conference Room No. 242, at 900 Bagby, Houston, Texas 77002.

A.2 A Pre-Proposal Meeting and Site Walkthrough will be held at **10:30 a.m.** on **Tuesday, November 5, 2019.** Meet in the City Hall Annex, 2nd Floor Lobby, 900 Bagby, Houston, Texas 77002.

END OF DOCUMENT