

Document 00910

ADDENDUM NO. 3

Date of Addendum: 04/29/2020

PROJECT NAME: Midwest Police Station Restoration – Hurricane Harvey

PROJECT NO: G-HARVEY-1083-4-01-1E

BID DATE: Thursday, May 7th, 2020

(This is a change to the original Bid Date of Thursday, April 30th, 2020.)

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

TO: Prospective Bidders

This Addendum forms a part of the bid and will be incorporated into the Contract Documents, as applicable. Insofar as the original Project Manual and Drawings are inconsistent, this Addendum governs.

CHANGE IN BID DATE

The Bid Date for this Project is changed from Thursday, April 30th, 2020 to Thursday, May 7^h, 2020. Time of day and place for submittal of bids remains the same.

CHANGES TO PROJECT MANUAL

INTRODUCTORY INFORMATION

1. Document 00010LB – Table of Contents. Replace in its entirety with the attached updated document.
2. Documents 00410A_FEMA_Bid Form Part A and 00410B_FEMA_Bid Form Part B. Replace in its entirety with the attached updated document. Both documents have been combined into one.
Document 00452 – Campaign Finance Ordinance has been removed.
Document 00455 – Affidavit of Ownership or Control updated name change to Ownership Information Form

END OF ADDENDUM 3

CRC
(CRC:)
Richard A. Vella
Assistant Director
Real Estate, Design & Construction
General Services Department

DATED: 04/20/2020

<u>Doc. No.</u>	<u>Document Title</u>	<u>Doc. Date</u>
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Document 00010F

TABLE OF CONTENTS

NOTE: Capitalized Specification Sections are included in <https://www.houstonpermittingcenter.org/office-city-engineer/design-and-construction-standards> ; and are incorporated in Project Manuals by reference as if copied verbatim. Documents listed "for filing" are to be provided by Bidder and are not included in this Project Manual unless indicated for example only. The Document numbers and titles hold places for actual documents to be submitted by Contractor during Bid, post-bid, or construction phase of the Project. Specification Sections marked with an asterisk (*) are amended by a supplemental specification, printed on blue paper and placed in front of the Specification it amends. Documents in the 200, 300 and 400 series of Division 00, except for Document 00410B – Bid Form, Part B, are not part of the Contract.

<u>Doc. No.</u>	<u>Document Title</u>	<u>Doc. Date</u>
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INTRODUCTORY INFORMATION

00010F	Table of Contents	03-23-2020
00015	List of Drawings	02-01-2004

BIDDING REQUIREMENTS

INSTRUCTIONS TO BIDDERS

00200	Instructions to Bidders	01-01-2020
00210F	Supplementary Instructions to Bidders	02-01-2017
00220	Request for Bid Information	06-11-2004

BID FORMS AND SUPPLEMENTS

00410	Bid Form, Parts A & B	02-07-2020
00430	Bidder's Bond (For filing; Example Form)	02-01-2004
00450	Bidder's Statement of SMWBE Status	07-01-2013
00454	Affidavit of Non-interest	02-01-2004
00455	Ownership Information Form	12-23-2019
00457	Conflict of Interest Questionnaire	02-28-2006
00460	Pay or Play Acknowledgement Form (POP-1)	07-03-2012

POST-BID PROCEDURES

00495	Post-bid Procedures	03-23-2017
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<u>Doc. No.</u>	<u>Document Title</u>	<u>Doc. Date</u>
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CONTRACTING REQUIREMENTS

AGREEMENT

00501	Resolution of Contractor.....	02-01-2010
00520F	FEMA Agreement.....	12-04-2019
00570	Contractor’s Revised MWSBE Participation Plan.....	08-01-2013
00571	Record of Post-Award Good Faith Efforts	08-01-2013
00572	Contractor’s Request for Plan Deviation	08-01-2013

BONDS AND CERTIFICATES

00600	List of Proposed Subcontractors and Suppliers	07-01-2013
00601	Drug Policy Compliance Agreement.....	02-01-2004
00602	Contractor's Drug Free Workplace Policy (For filing)	
00603	Checklist for Drug Policy Submittal	05-15-2017
00604	History of OSHA Actions and List of On-the-job Injuries	02-01-2004
00605	List of Safety Impact Positions	02-01-2004
00610	Performance Bond	05-17-2005
00611	Statutory Payment Bond.....	05-17-2005
00612	One-year Maintenance Bond.....	05-17-2005
00620	Affidavit of Insurance (with attached Certificates of Insurance).....	02-01-2004
00622	Name and Qualifications of Proposed Superintendent (For filing)	
00630	Certification of Compliance with Pay or Play Program (POP-2)	07-03-2012
00631	City of Houston Pay or Play Program – List of Participating Subcontractors	07-03-2012
00636	Certificate of Interested Parties	03-09-2016
00641	Contractors Certification of Final Completion	07-03-2010
00645	Certificate of Substantial Completion	10-26-2017
00650	Certificate of Final Completion	05-10-2018

GENERAL CONDITIONS

00700	General Conditions.....	01-01-2020
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SUPPLEMENTARY CONDITIONS

00800F	Supplementary Conditions	01-01-2020
00805	Equal Employment Opportunity Program Requirements.....	03-01-2016
00820	Wage Scale and Payroll Requirements for Engineering Construction	02-01-2020
00821	Wage Scale and Payroll Requirements for Building Construction...	02-01-2020
00840	Pay or Play Program	07-03-2012

SPECIFICATIONS

DIVISION 1 - GENERAL REQUIREMENTS

<u>Doc. No.</u>	<u>Document Title</u>	<u>Doc. Date</u>
01110	Summary of Work.....	06-27-2005
01145	Use of Premises	01-01-2011
01255	Change Order Procedures	08-01-2003
01292	Schedule of Values	08-01-2003
01312	Coordination and Meetings.....	08-01-2003
01321	Construction Photographs	08-01-2003
01325	Construction Schedule	08-01-2003
01330	Submittal Procedures	08-01-2003
01340	Shop Drawings, Product Data, and Samples	08-01-2003
01351	Environmental Safety and Worker Protection	01-01-2011
01422	Reference Standards	08-01-2003
01450	Contractor's Quality Control.....	08-01-2003
01502	Mobilization.....	08-01-2008
01630	Product Substitution Procedures	08-01-2003
01725	Field Surveying.....	01-01-2011
01731	Cutting and Patching	01-01-2011
01755	Starting Systems	08-01-2003
01770	Closeout Procedures	08-01-2003
01782	Operations and Maintenance Data.....	08-01-2003
01785	Project Record Documents.....	08-01-2003

END OF DOCUMENT

Document 00410A_FEMA

BID FORM – PART A

To: **The Honorable Mayor and City Council of the City of Houston**
City Hall Annex
900 Bagby Street
Houston, Texas 77002

Project: Midwest Police Station Restoration – Hurricane Harvey

Project No.: WBS No. G-HARVEY-1083-4-01-1E

Bidder: _____
(Print or type full name of business entity, such as corporation, LLC, etc)

1.0 OFFER

- A. Total Bid Price:** Having examined the Project location and all matters referred to in Bid Documents for the Project, we, the undersigned, offer to enter into a Contract to perform the Work for the Total Bid Price shown on the signature page of this Document.
- B. Security Deposit:** Included with the Bid is a Security Deposit in the amount of 10 percent of the Total Bid Price subject to terms described in Document 00200 – Instructions to Bidders.
- C. Period for Bid Acceptance:** This offer is open to acceptance and is irrevocable for 90 days from Bid Date. That period may be extended by mutual written agreement of the City and Bidder.
- D. Addenda:** All Addenda have been received. Modifications to Bid Documents have been considered and all related costs are included in the Total Bid Price.
- E. Bid Supplements:** The following documents are attached:
- Security Deposit *(as defined in Document 00200 – Instructions to Bidders)*
 - Document 00450 – Bidder's Statement of MWSBE Status
 - Document 00454 – Affidavit of Non-interest
 - Document 00455 – Ownership Information Form
 - Document 00456 – Bidder's Certificate of Compliance with Buy American Program *(required for AIP funded project)*
 - Document 00457 – Conflicts of Interest Questionnaire (CIQ)
 - Document 00458 – Bidder's Certificate Regarding Foreign Trade Restriction *(required for AIP funded project)*
 - Document 00459 – Contractor's Statement Regarding Previous Contracts Subject to EEO *(required for AIP funded project)*
 - Document 00460 – Pay or Play Acknowledgement Form (POP 1-A)
 - Document 00470 – Bidder's MWSBE Participation Plan *(required unless no MWSBE participation goal is provided in Document 00800 (the "Goal"))*.
 - Document 00471 – Bidder's Record of Good Faith Efforts *(required if the goal in Bidder's Participation Plan–Document 00470 is lower than the Goal)*.
 - Document 00472 – Bidder's Goal Deviation Request *(required if the goal in Bidder's Participation Plan–Document 00470 is lower than the Goal)*.

- Document 00800F – Exhibit A (Certification Regarding Debarment, Suspension and Other Responsibility Matters – Lower Tier Covered Transactions)
 - Document 00800F – Exhibit B (Byrd Anti-Lobbying Certification)
 - Document 00800F – Exhibit C (Equal Opportunity Clause)
 - Others as listed: _____
-

2.0 CONTRACT TIME

- A. If offer is accepted, Contractor shall achieve Date of Substantial Completion within 75 days after Date of Commencement of the Work, subject to adjustments of Contract Time as provided in the Contract.

BID FORM – PART B

1.0 TOTAL BID PRICE HAS BEEN CALCULATED BY BIDDER, USING THE FOLLOWING COMPONENT PRICES AND PROCESS (PRINT OR TYPE NUMERICAL AMOUNTS):

A. STIPULATED PRICE: \$ _____
(Total Bid Price; minus Base Unit Prices, Extra Unit Prices, Cash Allowances and All Alternates, if any)

B. BASE UNIT PRICE TABLE: N/A

C. EXTRA UNIT PRICE TABLE: N/A

D. CASH ALLOWANCE TABLE:

Item No.	Spec Ref.	Cash Allowance Short Title	Cash Allowance in figures (1)
[1]		[N/A, if no Cash Allowances used]	[Insert Amount]
[2]		[e.g. Building Permit or Purchase Material or Equipment under separate Contract Number 0000]	[Insert Amount]
[3]		[e.g. Utility Reimbursement for moving power poles, underground lines, etc.]	[Insert Amount]
<u>TOTAL CASH ALLOWANCES</u>			[Insert Total]

E. ALTERNATES TABLE:

Item No.	Spec Ref.	Alternate Short Title	Unit of Measure	Estimated Quantity	Unit Price (this column controls)	Total Price for Alternate in figures
[1]		[N/A, if no Alternate used]				
<u>TOTAL ALTERNATES</u>						\$ _____

REST OF PAGE INTENTIONALLY LEFT BLANK

F. TOTAL BID PRICE: \$ _____
(Add Totals for Stipulated Price, Base Unit Price, Extra Unit Price, Cash Allowance, and All Alternates, if any)

2.0 SIGNATURES: By signing this Document, I agree that I have received and reviewed all Addenda and considered all costs associated with the Addenda in calculating the Total Bid Price.

Bidder: _____
(Print or type full name of your proprietorship, partnership, corporation, or joint venture.*)

****By:** _____
Signature Date

Name: _____
(Print or type name) Title

Address: _____
(Mailing)

(Street, if different)

Telephone and Fax Number: _____
(Print or type numbers)

- * If Bid is a joint venture, add additional Bid Form signature sheets for each member of the joint venture.
- ** Bidder certifies that the only person or parties interested in this offer as principals are those named above. Bidder has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding.

Note: This document constitutes a government record, as defined by § 37.01 of the Texas Penal Code. Submission of a false government record is punishable as provided in § 37.10 of the Texas Penal Code.

Footnotes for Tables B through E:

- (1) Fixed Unit Price determined prior to Bid. Cannot be adjusted by the Bidder.
- (2) Minimum Bid Price determined prior to Bid. Can be increased by the Bidder, but not decreased, by crossing out the Minimum and inserting revised price on the line above. **Cannot** be decreased by the Bidder.
- (3) Maximum Bid Price determined prior to Bid. Can be decreased by the Bidder, but not increased, by crossing out the Maximum and inserting revised price on the line above. A Bid that increases the Maximum Bid Price may be found non-conforming and non-responsive. **Cannot** be increased by the Bidder.
- (4) Fixed Range Bid Price determined prior to Bid. Unit Price can be adjusted by Bidder to any amount within the range defined by crossing out prices noted and noting revised price on the line above.

Document 00455

OWNERSHIP INFORMATION FORM

The City of Houston Ownership Information Form is used to gather information to comply with:

- a. The City of Houston Contractor Ownership Disclosure Ordinance ([Chapter 15 of the Code of Ordinances, Article VIII. City Contracts; Indebtedness to City](#));
- b. The City of Houston Fair Campaign Ordinance ([Chapter 18 of the Code of Ordinances](#)); and,
- c. The State of Texas Statement of Residency Requirements ([Tex. Govt. Code Chapter 2252](#)).

Please complete the form, in its entirety, and submit it with the Official Bid or Proposal Form. Except as noted below regarding the Statement of Residency, failure to provide this information may be just cause for rejection of your bid or proposal.

NOTICE OF AFFIRMATIVE ACCEPTANCE OF THE CITY OF HOUSTON FAIR CAMPAIGN ORDINANCE

By submitting a bid or proposal to the City of Houston for a Contract in excess of \$50,000 or for which a request is presented to City Council for approval, all respondents agree to comply with the Chapter 18 of the Code of Ordinances.

Further, pursuant to Section 18-36 of the Code of Ordinances, it shall be unlawful either for any person who submits a bid or proposal to contribute or offer any contribution to a candidate or for any candidate to solicit or accept any contribution from such person for a period commencing at the time of posting of the City Council Meeting Agenda including an item for the award of the Contract and ending upon the 30th day after the award of the Contract by City Council.

INSTRUCTIONS

1. Please **type** or **legibly print in dark ink** responses. Individuals and entities should disclose their full, legal names (not initials) and all required corporate letters ("Inc", "LLP", etc.).
 - a. If a firm is operating under an assumed name, the following format is recommended:
Corporate/Legal Name DBA Assumed Name.
2. Full addresses are required, including street types ("St", "Rd", etc.) and unit number.
3. Individuals or entities with 10% or more ownership of the corporation, partnership, or joint venture (including persons who own 100%) are required to be disclosed with their full name and full address. All officers and directors are also required to be disclosed with their full name and full address.

PROJECT AND BID/PROPOSAL PREPARER INFORMATION

Project or Matter Being Bid: _____

Bidder's complete firm/company business information

Name: _____

Business Address [No./Street] _____

City / State / Zip Code _____

Telephone Number _____

Bidder's email address

Email Address: _____

STATEMENT OF RESIDENCY

(THE STATEMENT OF RESIDENCY PORTION OF THIS DOCUMENT IS NOT APPLICABLE IF THE SOLICITATION INDICATES FEDERAL FUNDS WILL BE USED)

TEX. GOV'T CODE §2252.001, §(4) defines a "**Resident bidder**" as a bidder whose principal place of business* is in this state, and includes a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

TEX. GOV'T CODE §2252.001§ (3) defines a "**Nonresident bidder**" as a bidder who is not a resident in this state.

* Principal Place of Business in Texas means that the business entity:

- has at least one permanent office located within the **State of Texas**, from which business activities other than submitting bids to governmental agencies are conducted and from which the bid is submitted; and
- has at least one employee who works in the Texas office.

Based on the definitions above, your business is a:

- TEXAS RESIDENT BIDDER
- NONRESIDENT BIDDER

If you are a Nonresident Bidder, does your home state have a statute giving preference to resident bidders? If so, you must attach a copy of the statute to this Document.

A copy of the State of _____ statute is attached.

NOTE: The State of residency of a bidder is not used in the decision-making criteria for the award of contracts for projects receiving federal funding, whether in whole or in part.

CONTRACTING ENTITY ORGANIZATIONAL ENTITY TYPE

FOR PROFIT ENTITY:

NON-PROFIT ENTITY:

- SOLE PROPRIETORSHIP
- CORPORATION
- PARTNERSHIP
- LIMITED PARTNERSHIP
- JOINT VENTURE
- LIMITED LIABILITY COMPANY
- OTHER (*specify in space below*)

- NON-PROFIT CORPORATION
- UNINCORPORATED ASSOCIATION

LISTING OF ADDRESSES

List all current and prior addresses where the bidder does/has done business or owns property (real estate and/or business personal property) in the city of Houston ("Houston") in the past 3 years from the date of submittal of this form. If within the past 3 years from the date of submitting this form, the bidder does not and has not done business and has not or does not own property (real estate and/or business personal property) in Houston, please state "None" on the first line below.

Address

Address

Address

ATTACH ADDITIONAL SHEETS AS NEEDED.

LISTING OF OFFICERS

LIST ALL OFFICERS OF THE ENTITY, REGARDLESS OF THE AMOUNT OF OWNERSHIP (IF NONE STATE "NONE")

Name .	_____	_____	_____
	Officer		Address
Name .	_____	_____	_____
	Officer		Address
Name .	_____	_____	_____
	Officer		Address
Name .	_____	_____	_____
	Officer		Address
Name .	_____	_____	_____
	Officer		Address
Name .	_____	_____	_____
	Officer		Address

LISTING OF DIRECTORS OR MEMBERS

LIST ALL DIRECTORS OF THE ENTITY, REGARDLESS OF THE AMOUNT OF OWNERSHIP (IF NONE STATE "NONE")

Name .	_____	_____	_____
	Director or Member		Address
Name .	_____	_____	_____
	Director or Member		Address
Name .	_____	_____	_____
	Director or Member		Address
Name .	_____	_____	_____
	Director or Member		Address
Name .	_____	_____	_____
	Director or Member		Address

Midwest Police Station Restoration (Harvey)

WBS No. G-Harvey-1083-4-01-1E

OWNERSHIP INFORMATION FORM

DISCLOSURE OF OWNERSHIP (OR NON-PROFIT OFFICERS)

Bidders are required to disclose all owners of 10% or more of the Contracting Entity. For non-profit entities, please provide the complete information for the President, Vice-President, Secretary, and Treasurer.

IN ALL CASES, USE FULL NAMES, LOCAL BUSINESS AND RESIDENCE ADDRESSES AND TELEPHONE NUMBERS. DO NOT USE POST OFFICE BOXES FOR ANY ADDRESS. INCLUSION OF E-MAIL ADDRESSES IS OPTIONAL, BUT RECOMMENDED.

ATTACH ADDITIONAL SHEETS AS NEEDED.

Contracting Entity:

Name: _____
Business Address [No./Street] _____
City / State / Zip Code _____
Telephone Number _____
Email Address: _____

DISCLOSURE OF OWNERSHIP (OR NON-PROFIT OFFICERS) continued.

Owner(s) of 10% or More (IF NONE, STATE "NONE."):

Name: _____
Business Address [No./Street] _____
City / State / Zip Code _____
Telephone Number _____
Email Address: _____
Residence Address [No./Street] _____
City / State / Zip Code _____

Owner(s) of 10% or More (IF NONE, STATE "NONE."):

Name: _____
Business Address [No./Street] _____
City / State / Zip Code _____
Telephone Number _____
Email Address: _____
Residence Address [No./Street] _____
City / State / Zip Code _____

ATTACH ADDITIONAL SHEETS AS NEEDED.

OPTIONAL: TAX APPEAL INFORMATION

If the firm/company or an owner/officer is actively protesting, challenging, or appealing the accuracy and/or amount of taxes levied with a tax appraisal district, please provide the following information:

Debtor (Firm or Owner Name):	
Tax Account Nos.:	
Case or File Nos.:	
Attorney/Agent Name:	
Attorney/Agent Phone No.:	
Tax Years:	

Status of Appeal **[DESCRIBE]**:

If an appeal of taxes has been filed on behalf of your company, please include a copy of the official form received by the appropriate agency.

REQUIRED: UNSWORN DECLARATION

I certify that I am duly authorized to submit this form on behalf of the firm, that I am associated with the firm in the capacity noted below, and that I have personal knowledge of the accuracy of the information provided herein. I affirm that all the information contained herein is true and correct to the best of my knowledge. I understand that failure to submit accurate information with my submission may result in my submission being considered non-responsive and non-responsible.

Preparer's Signature	Date
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Printed name

Title

NOTE: This form constitutes a **governmental record**, as defined by Section 37.01 of the Texas Penal Code. Submission of a false government record and falsification of a governmental record are crimes, punishable as provided in Section 37.10 of the Texas Penal Code.