

Document 00910

ADDENDUM NO. 02

Date of Addendum: 02/06/2019

PROJECT NAME: Squatty Lyons Park

PROJECT NO: WBS No. F-000705-0001-4

PROPOSAL SUBMITTAL DATE: March 14, 2019

FROM: City of Houston, General Services Department  
900 Bagby, 2<sup>nd</sup> Floor  
Houston, Texas 77002  
Attn: Richard Odlozil, Project Manager

TO: Prospective Proposers

This Addendum forms a part of the Request For Competitive Sealed Proposals (RFCSP) 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 PROPOSAL SUBMITTAL DATE

The Proposal Submittal Date for this Project has been changed from  
February 14, 2019 to March 14, 2019.  
Date Date

Time of day and place for submittal of Proposals remains the same.

#### CHANGES TO PROJECT MANUAL

1. Document 00210 – Supplementary Instructions to Proposers. Remove and replace with attached revised Document 00210.

CLARIFICATIONS

2. The attached Document 00210 changes the date of the Pre-Proposal Meeting from February 5, 2019 to March 5, 2019. The time of day and place for the Pre-Proposal Meeting shall remain the same. This document also changes the Proposal Submittal Date for this Project from February 14, 2019 to March 14, 2019. Time of day and place for submittal of Proposals remains the same.

END OF ADDENDUM NO. 02

*RB*

(CRC )

Richard A. Vella  
Assistant Director  
Real Estate, Design & Construction  
General Services Department

Date

*02/06/2019*

END OF DOCUMENT

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 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: **richard.odlozil@houstontx.gov** and **Obioma.Nwakanma@houstontx.gov**. All Addenda will be posted on the General Services website for your review.
- D. Add the following Paragraph D.1:
  - 1. Copies of the City Standard Specifications and Details may be acquired at no cost on the City's website  
<https://edocs.publicworks.houstontx.gov/engineering-and-construction/specifications.html>  
  
<https://edocs.publicworks.houstontx.gov/engineering-and-construction/drawings/standard-details.html>
- 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. If work is to be performed in public right-of-way, the site may be examined at any time during daylight hours.

**PARAGRAPH 8.0 – SUBSTITUTION OF PRODUCTS**

Delete the existing sub-Paragraph A in its entirety, and replace it with the following sub-Paragraphs A, B, C, and D:

- A. Where Proposal Documents specify a specific Product with provision for consideration of substitutions (or equal), requests for Pre-Submittal approval of substitutions will be considered from Proposers only if received by Project Manager 10 days or more prior to Proposal Date.
- B. Requests for substitutions must provide complete information in order to determine acceptability of the Products, in accordance with provisions of Document 00700 - General Conditions.
- C. The City will consider requests for substitutions and, if approved, will issue an Addendum. Proposer shall base its Proposal only on substitutions approved in Addenda. Substitutions, not listed in an Addendum, are not allowed.
- D. Proposer shall include in its Proposal, costs of substitutions approved by Addenda.

**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, January 17, 2019.
- A.2 City Secretary will receive Proposals at 900 Bagby, Room P101, Houston, Texas until 10:30 a.m., local time on Thursday, March 14, 2018.

**PARAGRAPH 15.0 – PRE-SUBMITTAL MEETING**

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

- A.1 A Pre-Submittal Meeting will be held at 11:00 a.m. on Thursday, January 3, 2019, in 2<sup>nd</sup> Floor, Conference Room No. 242 at 900 Bagby.
- A.2 A Pre-Proposal Meeting will be held at 10:30 a.m. on Tuesday, March 5, 2019 in 2<sup>nd</sup> Floor, Conference Room No. 242 at 900 Bagby.

**END OF DOCUMENT**