

ADDENDUM NO. 5

CITY OF SAN ANTONIO
CAPITAL IMPROVEMENTS MANAGEMENT SERVICES

PROJECT NAME: **MISSION MARQUEE PLAZA**

DATE: November 18, 2011

CIMS PROJECT NO. 40-00234

This addendum should be included in and be considered part of the plans and specifications for the name of the project. The contractor shall be required to sign an acknowledgement of the receipt of this addendum and submit with their bid.

GENERAL

ITEM 1: ADDENDUM NO. 5 – ACKNOWLEDGEMENT FORM

Addendum Acknowledgement Form – Submit the form (issued herewith) signed and dated with the bid proposal package indicating receipt of the number of Addendums received.

ITEM 2: (Updated) DOCUMENT 091 – HUD SUPPLEMENTAL CONDITIONS

Delete Document 091 – HUD SUPPLEMENTAL CONDITIONS – Issued in Addendum No. 4.
Insert DOCUMENT 091 – HUD SUPPLEMENTAL CONDITIONS, issued herewith.

DRAWINGS

ITEM 3: SHEET G-001

- A. Under “PROJECT SCOPE” add: “CONCRETE WHEEL STOPS” to the list.
- B. Add the following:
 - “SCHEDULE OF ALTERNATES
 - ALTERNATE #1: MONOLITHIC STONE WHEEL STOPS**
 - PROVIDE MONOLITHIC SAN SABA LIMESTONE WHEEL STOPS IN LIEU OF CONCRETE WHEEL STOPS; SEE 7/A-106.”

ITEM 4: SHEET A-103

- A. At Drawing 2 (ENLARGED SITE PLAN), all notes that read:
 - “NEW MONOLITHIC STONE WHEEL STOP” & “TYP. MONOLITHIC STONE WHEEL STOP” – shall be changed to read:
 - “ CONCRETE WHEEL STOP ”

ITEM 5: SHEET A-105

- A. At Drawing 2 (ENLARGED SITE PLAN) & Drawing 3 (ENLARGED SITE PLAN), all notes that read:
 - “NEW MONOLITHIC STONE WHEEL STOP” & “TYP. MONOLITHIC STONE WHEEL STOP” – shall be changed to read:
 - “ CONCRETE WHEEL STOP ”

ADDENDUM NO. 5
CITY OF SAN ANTONIO
CAPITAL IMPROVEMENTS MANAGEMENT SERVICES
PROJECT NAME: **MISSION MARQUEE PLAZA**

DATE: November 18, 2011

CIMS PROJECT NO. 40-00234

ITEM 6: SHEET A-106

- A. At Drawing 2 (TYP. STONE WHEEL STOP), change drawing name "TYP. STONE WHEEL STOP" to read "ALTERNATE #1: MONOLITHIC STONE WHEEL STOP".
- B. Add Drawing 7 (TYP. CONCRETE WHEEL STOP) as indicated on Sheet AD5/A-1 (11-18-11) issued herewith.

ITEM 7: SHEET A-401

- A. Under "WALL/PARTITION TYPE NOTES" add:
 - "16. ALL SCHEDULED CMU PARTITIONS SHALL BE BRACED TO STRUCTURE:
 - A. FULL HEIGHT OF PARTITION FROM FLOOR TO DECK IS REQUIRED AT CONDITIONS NOT HAVING FINISH CEILINGS. BRACING (3" X 3" X ¼" X 4" LONG STEEL ANGLES AT 4'-0" O.C., STAGGERED, BOTH SIDES) TO STRUCTURE IS REQUIRED.
 - B. WHERE FINISH CEILINGS OCCUR ON BOTH SIDES OF SCHEDULED, PARTITION, CMU PARTITION MAY TERMINATE AT 6" ABOVE HIGHEST ADJACENT CEILING WITH BRACING TO STRUCTURE. SEE STRUCTURAL FOR BRACING INFORMATION

**CITY OF SAN ANTONIO
DEPARTMENT OF CAPITAL IMPROVEMENTS MANAGEMENT SERVICES
CONTRACT SERVICES DIVISION**

RECEIPT OF ADDENDUM NUMBER (S) 5 IS HEREBY ACKNOWLEDGED FOR PLANS AND

SPECIFICATIONS FOR CONSTRUCTION OF MISSION MARQUEE PLAZA – 40-00234

FOR WHICH BIDS WILL BE OPENED ON TUESDAY, NOVEMBER 22, 2011 AT 2:00 P.M.

THIS ACKNOWLEDGEMENT MUST BE SIGNED AND RETURNED WITH THE BID PACKAGE.

Company Name: _____

Address: _____

City/State/Zip Code: _____

Date: _____

Signature

Print Name/Title

091 HUD Supplemental Conditions

This project is funded in whole or in part with funds from the U.S. Department of Housing and Urban Development. As a result, it is required that contractor complete this form and submit it on a monthly basis along with contractors pay estimate / payment application / invoice. The City will reject any invoice that does not contain this report.



City of San Antonio Section 3 Utilization Plan

**Office of Grants
Monitoring &
Administration**

Please fill this form out online and print it using the *Print* button provided. [Frequently Asked Questions](#)

Contract Information

*Project Name: _____

*Name of Bidder/Proposer: _____

*Address: _____

*City: _____ *State: TX *Zip: _____

*Contact Person: _____

*Phone Number: _____ Email Address: _____

*Section 3 Certified Business? Yes No (If "Yes", include Certification Letter)

For a list of certified Section 3 Businesses and Individuals who are in our hiring database, please refer to the Grants Monitoring and Administration website at www.sanantonio.gov/gma or request an updated list by calling (210) 207-6600.

List all Subcontractors that will be used in this contract.

Section 3	Subcontractor	Subcontractor Award Amount	Certification Number
<input type="checkbox"/>	*Name: _____ *Address: _____ Email: _____ *Tax ID: _____		
<input type="checkbox"/>	Name: _____ Address: _____ Email: _____ Tax ID: _____		
<input type="checkbox"/>	Name: _____ Address: _____ Email: _____ Tax ID: _____		

Only companies certified as Section 3 businesses by the City of San Antonio can be applied toward the contracting goals. All Section 3 subcontractors must submit a copy of their certification through the General Contractor. Proof of certification must be attached to this form. If a business is not certified, please call the Office of Grants Monitoring and Administration, Special Project Division at (210) 207-6600 for information and details on how subcontractors may obtain certification.



City of San Antonio Section 3 Utilization Plan

**Office of Grants
Monitoring &
Administration**

Please fill this form out online and print it using the **Print** button provided. [Frequently Asked Questions](#)

Estimate the number of employee new hires that will be brought onto the job, if awarded the contract. _____

What percentage of the new hires will be certified Section 3 individuals? _____

Describe how Section 3 individuals will be notified of employment opportunities.

Describe how bids from Section 3 businesses were solicited.

If Section 3 contracting and hiring goals were not achieved in a percentage that equals or exceeds the City's goals, please give an explanation.

List all bids from Section 3 contractors that were received, but rejected.

Business Name	Reason for Rejection

Affirmation

I hereby affirm that the above information is true and complete to the best of my knowledge and belief. I further understand and agree that if awarded the contract, this document shall be attached thereto and become a binding part of the contract.

Signature of Bidding Authority

Title

Date

Phone

For additional information, contact:
Section 3 Staff
Office of Grants Monitoring & Administration
1400 S. Flores, Unit 3
San Antonio, Texas 78204
(210) 207-6600



**City of San Antonio
Certification for Section 3
Business**

Office of Grants
Monitoring &
Administration

Contact Information

*First: _____ M.I.: _____ *Last: _____ Suffix: _____

*Name of Business or DBA: _____

*Address: _____ *Phone Number: _____

*City: _____ *County: _____ *State: TX *Zip: _____

Email Address: _____

*Type of Business: Corporation Sole Proprietorship *Number of Employees: _____
 Partnership Joint Venture

Skill Category	Specific Skill Area	Proficiency Level	Add

***List Occupational Licenses or Certifications:**

Businesses may become Section 3 Certified if they meet at least one (1) of the following HUD guidelines.
 Select any that apply:

- 51% owned by a certified Section 3-eligible resident
- 30% or more of the business' permanent full-time employees are low-income (GMA may certify employees)
- 25% or more of subcontracts are awarded to certified Section 3 businesses



**City of San Antonio
Certification for Section 3
Business**

Office of Grants
Monitoring &
Administration

Affirmation

By checking this box, I swear or affirm that the information contained on this form, to the best of my knowledge and belief is true, correct, and complete.

I understand that this information will be used to determine my eligibility to participate in the Section 3 Certification program.

My signature/printed name below signifies that I understand and authorize the City of San Antonio and U.S. Department of Housing and Urban Development (HUD) officials to verify all the information I provide regarding Section 3 Certification.

Applicant Signature/Printed Name

Date

Please be aware that any information on this form is subject to public disclosure laws.

A GMA staff member will contact you shortly to verify and document information provided.

Complete this form online. Use the **Submit** button to send the form for processing,
or use the **Print** button and Fax a copy to:

Section 3 Division

Fax Number: (210) 886-0006

This report is to be completed by grantees, developers, sponsors, builders, agencies, and/or project owners for reporting contract and subcontract activities of \$10,000 or more under the following programs: Community Development Block Grants (entitlement and small cities); Urban Development Action Grants; Housing Development Grants; Multifamily Insured and Noninsured; Public and Indian Housing Authorities; and contracts entered into by recipients of CDBG rehabilitation assistance.

Contracts/subcontracts of less than \$10,000 need be reported only if such contracts executed a significant portion of your total contracting activity. Include only contracts executed during this reporting period.

This form has been modified to capture Section 3 contract data in columns 7g and 7i. Section 3 requires that the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs shall, to the greatest extent feasible, be directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. Recipients using this form to report Section 3 contract data must also use Part I of form HUD-60002 to report employment and training opportunities data. Form HUD-2516 is to be

Community Development Programs

1. **Grantee:** Enter the name of the unit of government submitting this report.
3. **Contact Person:** Enter name and phone of person responsible for maintaining and submitting contract/subcontract data.

7a. **Grant Number:** Enter the HUD Community Development Block Grant Identification Number (with dashes). For example, B-92-MC-25-0034. For Entitlement Programs and Small City multi-year comprehensive programs, enter the latest approved grant number.

7b. **Amount of Contract/Subcontract:** Enter the dollar amount rounded to the nearest dollar. If subcontractor ID number is provided in 7i, the dollar figure would be for the subcontract only and not for the prime contract.

7c. **Type of Trade:** Enter the numeric codes which best indicates the contractor's/subcontractor's service. If subcontractor ID number is provided in 7i, the type of trade code would be for the subcontractor only and not for the prime contractor. The "other" category includes supply, professional services and all other activities except construction and education/training activities.

7d. **Business Racial/Ethnic/Gender Code:** Enter the numeric code which indicates the racial/ethnic/gender character of the owner(s) and controller(s) of 51% of the business. When 51% or more is not owned and controlled by any single racial/ethnic/gender category, enter the code which seems most appropriate. If the subcontractor ID number is provided, the code would apply to the subcontractor and not to the prime contractor.

7e. **Woman Owned Business:** Enter Yes or No.

7f. **Contractor Identification (ID) Number:** Enter the Employer (IFS) Number of the Prime Contractor as the unique identifier for prime recipient of HUD funds. Note that the Employer (IFS) Number must be provided for each contract/subcontract awarded.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Enter the Employer (IFS) Number of the subcontractor as the unique identifier for each subcontract awarded from HUD funds. When the subcontractor ID Number is provided, the respective Prime Contractor ID Number must also be provided.

7i. **Section 3 Contractor:** Enter Yes or No.

7l. **Contractor/Subcontractor Name and Address:** Enter this information for each Previous editions are obsolete.

completed for public and Indian housing and most community development programs. Form HUD-60002 is to be completed by all other HUD programs including State administered community development programs covered under Section 3.

A Section 3 contractor/subcontractor is a business concern that provides economic opportunities to low- and very low-income residents of the metropolitan area (or nonmetropolitan county), including a business concern that is 51 percent or more owned by low- or very low-income residents; employs a substantial number of low- or very low-income residents; or provides subcontracting or business development opportunities to businesses owned by low- or very low-income residents. Low- and very low-income residents include participants in Youthbuild programs established under Subtitle D of Title IV of the Cranston-Gonzalez National Affordable Housing Act.

The terms "low-income persons" and "very low-income persons" have the same meanings given the terms in section 3(b)(2) of the United States Housing Act of 1937. Low-income persons mean families (including single persons) whose incomes do not exceed 80 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary

firm receiving contract/subcontract activity only one time on each report for each firm.

Multifamily Housing Programs

1. **Grantee/Project Owner:** Enter the name of the unit of government, agency or mortgagee entity submitting this report.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.

7c. **Type of Trade:** Same as item 7c. under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7f. **Contractor Identification (ID) Number:** Same as item 7f. under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7l. **Contractor/Subcontractor Name and Address:** Same as item 7l. under CPD Programs.

may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families. Very low-income persons means low-income families (including single persons) whose incomes do not exceed 50 per centum of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes. Submit two (2) copies of this report to your local HUD Office within ten (10) days after the end of the reporting period you checked in item 4 on the front. Complete item 7h. only once for each contractor/subcontractor on each semi-annual report.

Enter the prime contractor's ID in item 7f. for all contracts and subcontracts. Include only contracts executed during this reporting period. PHAs/IHAs are to report all contracts/subcontracts.

Public Housing and Indian Housing Programs

PHAs/IHAs are to report all contracts/subcontracts. Include only contracts executed during this reporting period.

1. **Project Owner:** Enter the name of the unit of government, agency or mortgagee entity submitting this report. Check box as appropriate.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.

7c. **Type of Trade:** Same as item 7c. under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7f. **Contractor Identification (ID) Number:** Same as item 7f. under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7l. **Contractor/Subcontractor Name and Address:** Same as item 7l. under CPD Programs.

Contract and Subcontract Activity Form HUD-2516
Frequently Asked Questions

This report is to be completed by all recipients with an open CDBG project on a monthly basis and submitted with their pay application or invoice. The report is collected by the City of San Antonio and submitted semi-annually and is due by October 10th and April 10th for the previous 6 months to the Department of Housing and Urban Development. The contracts reported are for the report period only and are not cumulative. Dollar amounts should be reported as total funds, including non-CDBG funds.

Completing the Form

1. Grantee/Project Owner/Developer/Sponsor/Builder/Agency: Enter the name project.
2. Location (City, State, and ZIP Code): Enter the address of the project site.
3. a) Name of Contact Person and b) Phone Number (Including Area Code): Provide the name and phone number of the person with knowledge about the form HUD-2516
4. Reporting period: Check the box if this is an annual report and type in the year over the word Annual in parenthesis. If this is a semi annual report or a grant close out report, do not check the box and type in the date of the reporting period.
5. Program Code: Leave blank
6. Date Submitted to Field Office: Date submitted to GMA
7. A-J
 - a. Grant Number: Enter the CDBG project number or WBS number. (GMA will enter the HUD Grant Number)
 - b. Amount of Contract/Subcontract: Enter the total contract dollar (including non-CDBG funds) amount rounded to the nearest dollar. If subcontractor ID number is provided in 7h, the dollar figure would be for the subcontract only and not for the prime contract.
 - c. Type of Trade: Enter the numeric codes which best indicate the contractor's/ subcontractor's service (see list below). If subcontractor ID number is provided in 7h., the type of trade code would be for the subcontractor only and not for the prime contractor. The "other" category includes supply, professional services and all other activities except construction and education/training activities.

City of San Antonio
Office of Grants Monitoring and Administration

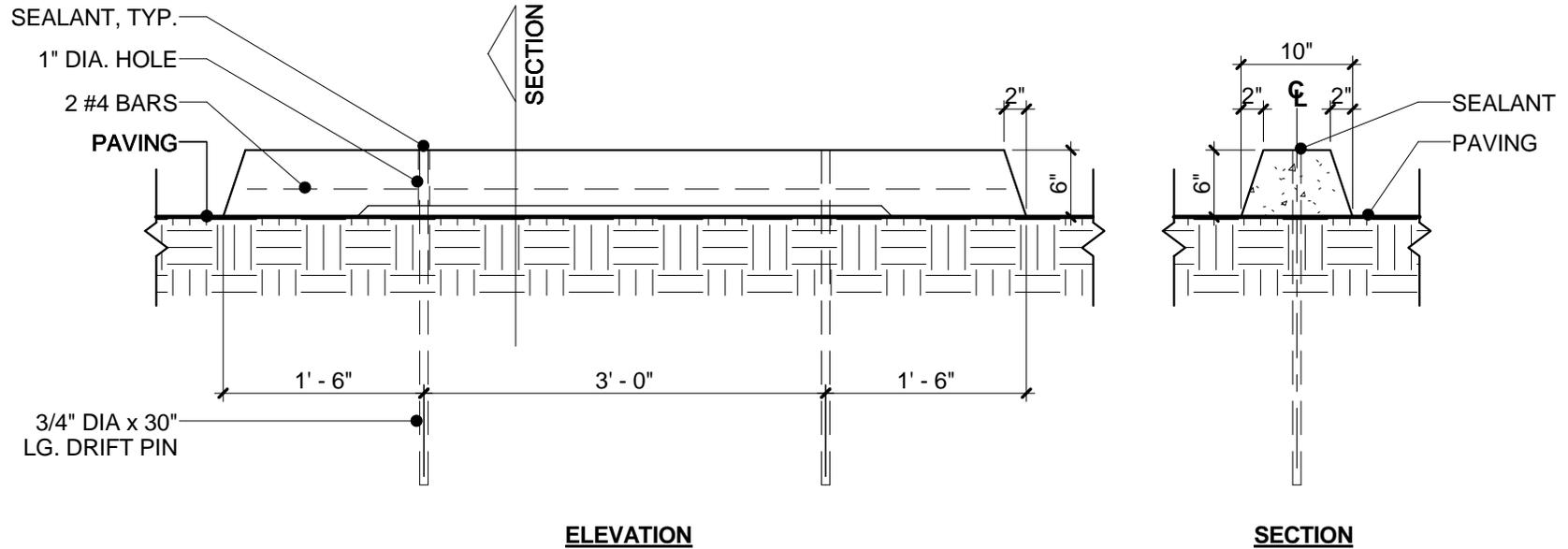
- d. Business Racial/Ethnic/Gender Code: Enter the numeric code (see the list below) which indicates the racial/ethnic/gender character of the owner(s) and controller(s) of 51% of the business. When 51% or more is not owned and controlled by any single racial/ethnic/gender category, enter the code which seems most appropriate. If the subcontractor ID number is provided, the code would apply to the subcontractor and not to the prime contractor.
- e. Woman Owned Business: Enter Yes or No.
- f. Contractor Identification (ID) Number: Enter the Employer (IRS) Number of the Prime Contractor as the unique identifier for prime recipient of HUD funds. Note that the Employer (IRS) Number must be provided for each contract/subcontract awarded.
- g. Section 3 Contractor: Enter Yes or No. [GMA Staff: this portion of the form must reconcile with the Form HUD-60002 (i.e., if yes, it must have been reported on the 60002, if no, it must not have been reported on the 60002)].
- h. Subcontractor Identification (ID) Number: Enter the Employer (IRS) Number of the subcontractor as the unique identifier for each subcontract awarded from HUD funds. When the subcontractor ID Number is provided, the respective Prime Contractor ID Number must also be provided.
- i. Section 3 Contractor: Enter Yes or No. [GMA Staff: this portion of the form must reconcile with the Form HUD-60002 (i.e., if yes, it must have been reported on the 60002, if no, it must not have been reported on the 60002)].
- j. Contractor/Subcontractor Name and Address: Enter this information for each firm receiving contract/subcontract activity.

Type of Trade Codes:

- | | |
|------------------------|--|
| 1 = New Construction | 6 = Professional |
| 2 = Substantial Rehab. | 7 = Tenant Services |
| 3 = Repair | 8 = Education/Training |
| 4 = Service | 9 = Architectural/Engineering/ Appraisal |
| 5= Project Management | 0= Other |

Racial/Ethnic Codes:

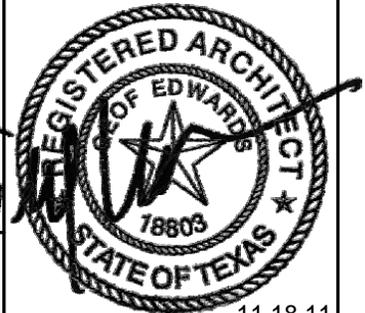
- | | |
|----------------------|---|
| 1 = White Americans | 4 = Hispanic Americans |
| 2 = Black Americans | 5 = Asian/Pacific Americans |
| 3 = Native Americans | Note: N/A may be used for Regional Planning Commissions |



7 TYP. CONCRETE WHEEL STOP
 3/4" = 1'-0"



**City of San Antonio
 Mission Marquee Plaza
 City of San Antonio**



Drawing No. AD5/A-1	Date 11.18.11	Ref. Sheet A-106	Project No. R11032.00	11.18.11
-------------------------------	-------------------------	----------------------------	---------------------------------	-----------------