

ADDENDUM No. 1

CITY OF SAN ANTONIO
CAPITAL IMPROVEMENTS MANAGEMENT SERVICES

PROJECT NAME: Bitters Rd Brush Recycle Crew Quarters (Project No. 55-00024)

DATE: October 15, 2013

This addendum is separated into sections for convenience; however, all contractors, subcontractors, material men, and other parties shall be responsible for reading the entire addendum. The failure to list an item or items in all affected sections of this addendum does not relieve any party affected from performing as per instructions, providing that the information is set forth one time any place in this addendum. These documents shall be attached to and become part of the Contract Documents for this project.

Formal Request for Competitive Sealed Proposal (RFCSP):

011 Formal Request of Competitive Sealed Proposal (RFCSP)

- Replaced with attached 011 Formal Request of Competitive Sealed Proposal (RFCSP)

Bid Form:

020 Bid Form

- Replaced with attached 020 Bid Form (New Format) and has been revised as of October 8, 2013 and replaced with a new Bid Form.

Solicitation and Evaluation Committee Information:

Solicitation and Evaluation Committee Information

- Replaced with attached Solicitation and Evaluation Committee Information has been modified replacing the Submittal Due Date: October 29, 2013 at 2:00 P.M. to the correct Submittal Due Date: October 22, 2013 at 2:00 P.M.

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Project Name: Bitters Rd Brush Recycle Crew Quarters
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The estimated construction budget for this contract is \$[510,000.00]

020

BID FORM

I. BASE BID

Amount of Construction Base Bid (Insert Amount in Words and Numbers):

_____ \$ _____

II. ALTERNATES

Amount of each Alternates (if applicable) insert in Numbers:

Additive Alternate #1 - _____

Total Amount of Bid for Additive Alternate #1 (Insert Amount in Words and Numbers):

_____ \$ _____

Additive Alternate #2 - _____

Total Amount of Bid for Additive Alternate #2 (Insert Amount in Words and Numbers):

_____ \$ _____

Official Name of Company (legal)

Telephone No.

Address

Fax No.

City, State and Zip Code

E-mail Address

Name of the proposed **Project Manager:** _____

Name of the proposed **Site Superintendent:** _____

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FORMAL REQUEST FOR COMPETITIVE SEALED PROPOSAL (RFCSP) “BITTERS RD BRUSH RECYCLE CREW QUARTERS” – Project No. 55-00024

One (1) original and three (3) sealed copies, total four (4) submittals are subject to the Terms and Conditions of this Request for Competitive Sealed Proposals and other contract provisions, will be received at the Office of the City Clerk, City Hall, 100 Military Plaza, 2nd floor San Antonio, TX 78205 until **2:00 p.m. CST on Tuesday, October 22, 2013**. This is the *solicitation deadline*. The original and copies of the Sealed Proposals must be submitted in an envelope and clearly marked with the due date of submittal, respondent name, Project Name with ID NO. The City is not responsible for submissions not clearly and appropriately marked. Late submissions will be rejected and returned to proposer.

Table A - This package includes the following Contract Documents:	
011 Request for Competitive Sealed Proposals	060 Supplemental Conditions
020 Proposal Form	075 Performance Bond
040 Standard Instructions to Respondents	076 Payment Bond
045 Statement of Qualifications	081 General Conditions (Building)
050.01 SBEDA Guidelines	City of San Antonio, Permit Set of Plans, Specifications, Special Conditions
SBEDA Subcontractor/Supplier Utilization Plan	Discretionary Contracts Disclosure Form - Complete online at: https://www.sanantonio.gov/eforms/atty/ContractsDisclosureForm.pdf
Project Wage Decision	Exhibit A – Project Sheet Example

Plans and Specifications of the Construction Documents may be purchased at a cost of **\$125.00** per set (tax included), from the office of **Hartnett Engineering Solutions**, located at **22622 Sueno Lane**, San Antonio, Texas, 78256, phone no. **(210) 698-8469**. No refund will be made for plan sets that are returned. Addenda will be posted on the web at www.sanantonio.gov/rfp listings/ along with this solicitation. Changes to Plans and Specifications will be included in an Addendum and may be obtained from the office of **Hartnett Engineering Solutions**. Respondent understands and agrees that Respondent is responsible for obtaining addenda and adhering to all requirements in addenda. City is not responsible for incorrect information obtained through other sources.

The following documents (**fully completed and with original signatures**) constitute the required information to be submitted as a part of the submittal process clearly marked on the outside of the sealed envelope with the due date of submittal, respondent’s name, Project Name with ID NO, and in the order as follows:

1) 011 Invitation for Competitive Sealed Proposal for Bitters Brush Site Crew Quarters	5) Signed Addenda Acknowledgement Forms (if applicable)
2) 020 Proposal Form	6) Discretionary Contracts Disclosure Form (Complete online and insert hard copy print out)
3) Proposal Bond	7) 045 Statement of Qualifications
4) Subcontractor/Supplier Utilization Plan	

The Subcontractor/Supplier Utilization Plans and the 020 Proposal Form must be included in Respondent’s unbound submittal clearly marked **“ORIGINAL”**. Only one original of Respondent’s Subcontractor/Supplier Utilization Plans and the 020 Proposal Form pricing forms shall be required at the time of submittal. The Original submittal shall be clearly marked on the outside of the sealed envelope as **“ORIGINAL”** with the due date of submittal, respondents’ name, Project Name with ID NO. Three (3) additional copies of Respondent’s full submittal (without Respondent’s Subcontractor/Supplier Utilization Plans and the 020 Proposal Form pricing forms) shall be provided in a sealed package.

A **Non-Mandatory** Pre-submittal conference will be held at the 9th floor Conference Room of the Municipal Plaza Building, 114 W. Commerce, San Antonio, Texas 78205 on Tuesday, October 15, 2013 at 2:00 p.m.

It is understood and agreed that the work is to be completed in full on or before **124** calendar days. This project requires **1** project sign.



CITY OF SAN ANTONIO

Capital Improvements Management Services Department
P. O. BOX 839966
San Antonio, Texas 78283-3966

SOLICITATION AND EVALUATION COMMITTEE INFORMATION

Solicitation Type: REQUEST FOR COMPETITIVE SEALED PROPOSAL (RFCSP)

Project Number: 55-00024

Scope of Work: Construct a new 1,819 SF building to house two (2) large offices, one (1) large workroom, one (1) computer room, one (1) large storage room, one (1) women's toilet/shower room, and one (1) large men's toilet/shower room. Work includes civil site improvements, electrical, mechanical, plumbing, information technology, security, concrete sidewalks, asphalt parking, landscape, irrigation and all associated work.

Date Advertised: October 7, 2013

Date of Non-Mandatory Pre-Submittal Conference: The Conference is scheduled to be held at 2:00 p.m. on October 15, 2013 at Municipal Plaza, 114 W Commerce, in the 9th Floor Public Works Conference Room.

Submittal Due Date: October 22, 2013 at 2:00 P.M.

Evaluation Committee Voting Members:

Stacy Gonzales – CIMS, Project Manager
Joseph Krupa – SWMD, Manager
Paul Hartnett – HES, Inc., City Consultant

Pursuant to Section 011 – Restriction on Communications, Respondents are prohibited from communicating with: 1) elected City officials and their staff regarding the RSCSP or proposals from the time the RSCSP has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RSCSP has been released until the contract is awarded.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RSCSP to the Staff Contact Person listed below on or before 2:00 p.m. on Friday, October 18, 2013. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Juanita Romero, Contract Officer
City of San Antonio, CIMS Contract Services
Juanita.romero@sanantonio.gov

Questions submitted and the City's responses to those submitted questions will be posted with this solicitation.

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

RECEIPT OF ADDENDUM NUMBER(S) 1 IS HEREBY ACKNOWLEDGED FOR PLANS AND SPECIFICATIONS FOR **BITTERS RD BRUSH RECYCLE CREW QUARTERS** FOR WHICH BIDS WILL BE OPENED ON October 22, 2013.

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

Company Name: _____

Address: _____

City/State/Zip Code: _____

Date: _____

Signature

Print Name/Title