



**CITY OF ROUND ROCK, TEXAS
REQUEST FOR PROPOSAL (RFP)
HOPE ALLIANCE SHELTER IMPROVEMENTS**

RFP #: 16-014

Addendum No. 1

Date: February 19, 2016

Please note the answers to questions, clarifications, revisions or additions to the solicitation referenced above.

QUESTIONS AND ANSWERS:

1. Question: Will larger kitchen drawings be made available?
Answer: **Yes.**
2. Question: What type of shelving will be installed in the teen room?
Answer: **Ventilated Shelving is to be installed in teen room, play room, and two (2) pantries. Measurements are in Attachment A of the RFP. Container Store Elfa ventilated shelving is a good example.**
3. Question: What if windows take longer than expected to be delivered once ordered?
Answer: **If this happens, the selected respondent shall work with Hope Alliance Executive Director to create a revised and agreed upon work schedule.**
4. Question: Will this project trigger Davis Bacon requirements?
Answer: **Yes. The selected respondent will have to provide weekly certified payrolls. The wage rates that pertain to this project are on Attachment F of the RFP.**
5. Question: Will the selected respondent have to adhere to Section 3 requirements?
Answer: **Yes. The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low- or very low -income residents in connection with projects and activities in their neighborhoods. Additional Information on Section 3 requirements will be provided to the selected Respondent.**
6. Question: Can you be more specific on the type of flooring to be installed?
Answer: **Please install US Floors Coretec (wood, plastic, composite) in 7" planks or similar (color to be decided later).**
7. Question: Is there crawl space in the attic and how much insulation is needed?
Answer: **There is crawl space in the attic and we are requiring up to 1500 square feet of blown insulation.**
8. Question: Will a new electrical panel need to be installed or is there was enough room on the current panel?

Answer: The contractor should know the answer to this question after the Mandatory walk-through of the facility.

9. Question: Is the Contractor responsible for getting all required permits?

Answer: Yes.

10. Question: Is this considered a commercial project and if so what kind of hood-range is required to be installed?

Answer: Type 1 Range Hood System shall be installed.

11. Question: What type of brick is to be installed on exterior wall where sliding glass door currently is?

Answer: Glacier White brick.

Fill in area: 78" W x 82" H

Remove 35" W x 36"H - inset for the placement of the window.

ADDITIONAL REQUIREMENTS to Request for Proposal (RFP):

1. Contractor shall provide an estimated timeline for the project in their proposal response.
2. Mandatory walk-through of the facility will be on Wednesday, February 24, 2016 from 9:30AM – 11:00AM.
 - a) At 9:00AM, contractor shall be at "1011 Gattis School Rd, Suite# 106" parking lot, in order to caravan to the facility.
 - b) Confidentiality Form (Attachment C of the Request for Proposal) shall be signed and dated and submitted at this time (Wednesday, February 24, 2016) before proceeding to the facility.
 - c) Please bring measuring tapes, cameras, etc. to document additional information which may assist in preparing your proposal response.

CORRECTION to Request for Proposal (RFP):

Part II, Section 3.8:

Original statement reads: "Remnant or 'off market' products are acceptable provided they are in new or like new condition. Colors that do not match existing colors or are a neutral tone shall have Alliance's approval.

Part II, Section 3.8:

New statement reads: Colors that do not match existing colors or are a neutral tone shall require Alliance's approval before being used/applied/installed, etc.

SCHEDULE OF EVENTS HAS BEEN UPDATED:

ORIGINAL Schedule of Events:

PART III

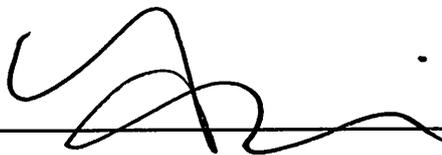
SCHEDULE AND RESPONSE INSTRUCTIONS

1. **SCHEDULE OF EVENTS:** It is the City's intention to comply with the following solicitation timeline:

Stage 1 EVENT	DATE
Solicitation released	February 11, 2016
Mandatory Pre-Bid meeting / site visit	February 16, 2016
Deadline for submission of questions	February 22, 2016
Hope Alliance responses to questions or addendums	February 24, 2016
Deadline for submission of responses	March 4, 2016
Stage 2 EVENT	
Alliance conducts background checks and Mandatory site visit with top 3 respondents	Week of March 7, 2016
Contract will be awarded	By March 18, 2016
Deadline for all work to be completed	May 27, 2016

NEW Schedule of Events:

Stage 1 Event	Date
Solicitation released	February 11, 2016
Mandatory Pre-Bid meeting	February 16, 2016
Mandatory "Criminal Background Authorization Form" must be submitted	February 22, 2016, before 5:00PM
Mandatory walk-through of facility	February 24, 2016, 9:00AM – 11AM
Deadline for submission of Proposal Responses	March 4, 2016, before 5:00PM
Stage 2 Event	Date
Contract will be awarded	On or before March 18, 2016
Deadline for all work to be completed	May 27, 2016

Approved by  _____
Yvonne Hopkins, Purchaser 2/19/16

By the signatures affixed below, Addendum No. 1 is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED

Vendor Authorized Signature Date

RETURN ONE SIGNED COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY AUTOMATICALLY DISQUALIFY YOUR RESPONSE FROM CONSIDERATION FOR AWARD.