

Addendum # 3

DESCRIPTION OF ADDENDUM.

This addendum is to release all questions related to IFB 21-0819

**IFB 21-0819 HAWS
INVITATION TO BID
VACANT UNIT PAINTING, CLEANING AND REPAIRS**

There were no changes made to the bid price form as discussed in the pre-bid meeting for removal of furniture or debris. Please use revised form included in Addendum No. One when submitting bid documents

1. Will we be able to walk through the unit first?

Yes, you can schedule a walk-through by contacting the Maintenance Supervisor for that property

2. What if there are excessive holes in the wall?

Prior to starting work in a unit the contractor and HAWS staff will do an inspection at which time the scope of work will be determined and a price will be agreed on based on the bid quotes. So any excessive holes would be seen at that time.

3. Since we already have an overview of how much we will paint it for... what if there are excessive holes in walls? Extra things to be done... like the floors?

The maintenance part of the contract should include these repairs. Prior to starting work in a unit the contractor and HAWS staff will do an inspection at which time the scope of work will be determined and a price will be agreed on based on the bid quotes. So any excessive holes or extra items would be seen at that time. Any additional work not included in the initial quote should be discussed with maintenance supervisor before repairing.

4. The bid form says you can bid on Painting and cleaning only or repairs only or all services... does that mean if a person just wants to bid on painting or cleaning they can do that?

Yes, that is correct.

5. If you have a unit and it needs painting, maintenance and cleaning and I say I only want to paint this unit is that possible?

Yes, if that is all that you quoted for in your response to the IFB. If you also bid repair work, then in most cases the preference would be for you to do all work. There may be exceptions on a case by case basis.

6. If the quality control person does require additional work to be done in the unit and it's the contractor's last day to complete the unit, do you get more time?

If we are checking the punch list 2 days before the unit should be complete... It shouldn't be any work that the contractor couldn't complete within the 2 remaining days. If more time is necessary due to the nature of the work, that will be consider on a case by case basis.

7. If someone didn't attend this meeting, can they still bid?

Yes, they can still bid. The meeting is for questions and to get familiar with the documents and get more information. If there are additional questions, then and addendum will be sent to prospective bidders.

8. On the floors...with the 3 coats of wax... (It is not extra) ...should they be included with the maintenance? Is it only extra if we have to sand them?

In the past someone may have bid this way. The price form asks for a price for wax on VCT tile floors. It listed # 84 on page 40. More information can be found on Page 40; item # 76. Do not wax laminate floors.

9. Do we accept bids for pressure washing?

Yes, we have in the past when those services were needed, but that is not part of this IFB.

10. Will HAWS transfer any of the new laminate to any of the other units?

If we do, it would be on a case by case basis, we have hard wood floors and we won't take out the hardwood to replace with laminate.

11. All the parts of the stove... like the ignitors, will we (contractor) be responsible for that?

That would be considered a special item and maintenance will take care of that including refrigerator parts. Maintenance provides the labor on those items. Will not be charged for that, as long as it is clean, maintenance will take care of that.

12. Do we clean the unit (trash out) or does HAWS clean the unit?

Typically, our staff performs the trash out. The bid pricing form requests a price for trash out. If our sanitation department is unavailable we may ask you to complete the trash out based on the price you submitted.

13. How would you price a trash out if it's a 1, 2, 3 or 4 bedroom?

Trash outs are normally done by our Sanitation Department. If our Sanitation is unavailable, HAWS staff will get pricing from contractor separate on an as needed basis. For bid purposes you may quote an hourly rate for general labor.

14. Do you have the bids from previous year?

Yes, we can send you bid information.

15. When the contract is awarded, does HUD or HA pay out?

The HA receives operating funds from HUD. Invoices are submitted to the HA and HA pays contractor.

16. If you have workers working, whether they are contractor or on your payroll, how does that work?

Under either arrangement, the contractor is responsible for ensuring that all workers on the job are paid a minimum of the stated Maintenance Wage Rate determined by HUD for the work they are performing.

17. The income included is this the income we should be paying the worker?

No, this is a guide to help you determine the income for someone to be considered low income and therefore qualifies as a section 3 worker.

18. Do we have to be Section 3?

It is not required but the contractor is expected to use best efforts to recruit section 3 workers. It doesn't determine whether or not you awarded the contract. The contractor will be awarded on pricing, responsible and responsive bids.

19. What if we try to employ one of the resident but they say they don't want their rent to increase?

The resident would need to discuss the effect on rent with the property manager. HUD requires that best efforts are made to attempt to hire low income residents.

20. For the EPA certification, is there is a specific place we need to go?

EI group offers the course. It is located in Mooresville but they may have closer locations. It doesn't have to be with this company. You are allowed to research and find through another company.

Thank you for your interest in doing business with our Agency and we look forward to receiving a proposal submittal from your firm.

LaKeisha Crump, Procurement Officer

Addendum No. Three

It is the responsibility of all proposers to acknowledge addendums. Failure on the part of any proposer to acknowledge this addendum by the deadline may, at the HA's discretion, deem that proposer as non-responsive and may eliminate such proposer from consideration for award. Please return this document with your qualification response.

ACKNOWLEDGED BY:

Signature	Date	Printed Name	Company
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