

**ADDENDUM No. 2**

Date November 19, 2015

City of Austin

Project Name Oakwood Cemetery Chapel Rehabilitation

C.I.P. No. 9763.006

CSP No. CLMB320

This Addendum forms a part of Contract and clarifies, corrects or modifies original Bid Documents, dated October 12, 2015. Acknowledge receipt of this addendum in space provided on bid form. Failure to do so may subject bidder to disqualification.

A. Project Manual Revisions:

Reference 00020CSP

- Item 7, add the following:

The Chapel interior will be open and available for viewing for a period of 2-hours on both **Tuesday, November 24<sup>th</sup> and Wednesday, December 2<sup>nd</sup> from 1-3pm**. Specific project related questions must still be submitted in writing so any needed clarification can be issued to all bidders.

Attendance during these times does not negate the respondents' requirement to have attended the mandatory pre-response meeting held on October 22, 2015. Failure to attend the mandatory pre-response meeting will remove that firm's submittal from further consideration.

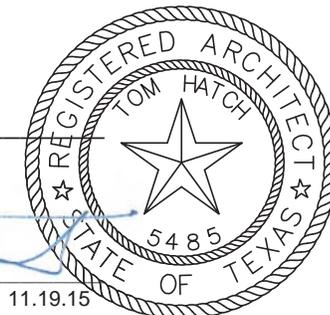
This addendum consists of 1 project manual document - 00020 CSP. This Addendum consists of 4 total pages.

Kevin Johnson

Digitally signed by Kevin Johnson  
DN: cn=Kevin Johnson, o=CIP, ou=PARD,  
email=kevin.johnson@austintexas.gov,  
c=US  
Date: 2015.11.19 14:19:42 -06'00'

Approved by OWNER

Approved by ENGINEER/ARCHITECT



11.19.15

**END**

**REQUEST FOR PROPOSALS**  
**COMPETITIVE SEALED PROPOSALS**  
 Section 00020CSP

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**1. OVERVIEW**

The City of Austin (City), hereafter referred to as Owner, desires to select a General Contractor on the basis of Competitive Sealed Proposals (CSP). This solicitation complies with applicable City Policy and state of Texas law, including Texas Government Code Title 10, Subtitle D, Chapter 2269. Owner will select the successful Offeror that offers the best value to the City based on the published Evaluation Criteria and on its final ranking.

**2. PROJECT INFORMATION. BUDGET AND CONTRACT TIME**

Below is a summary of information related to this Solicitation. Offerors are cautioned to refer to all other sections of the Project Manual, Drawings, Solicitation Documents, Clarifications and/or Addenda for further details. Evaluation Criteria are specified in Section 100CSP and incorporated hereto.

Owner is requesting sealed written Proposals for furnishing all labor, materials, equipment, supervision, incidentals and performing all Work required for the following Project:

<b>Project Name:</b>	<b>Oakwood Cemetery Chapel Rehabilitation</b>
<b>Project Location:</b>	<b>16<sup>th</sup> and Navasota, Austin, TX 78702</b>
<b>Solicitation Number:</b>	<b>CLMB320</b>
<b>CIP ID #:</b>	<b>9763.006</b>

The Estimated Budget is \$925,000.00. The Work of this Contract comprises the complete restoration of the historically significant Oakwood Cemetery Chapel, originally constructed in 1914. The Work includes, briefly and without force and effect upon the documents, hazardous material abatement (asbestos and lead paint), structural stabilization of the foundation, site work to provide one ADA-compliant parking space and full accessible access to the primary building entry, regrading and surface drainage improvements, a full replacement of existing mechanical, electrical and plumbing systems, and architectural improvements consisting of but not limited to masonry and mortar rehabilitation, cedar shake roof replacement, wood window replacement, door and hardware restoration, plaster replacement and other interior finish improvements.

Contract Time is of the essence and all Work shall be substantially completed within 240 calendar days after the Notice to Proceed, in accordance with the Proposal Form, Section 00300CSP. Final completion shall be achieved within 30 calendar days after substantial completion. Liquidated damages are \$300 per calendar day for failure to substantially complete the work and \$300 per calendar day for failure to achieve final completion within the stipulated calendar days after substantial completion, in accordance with the Proposal Form.

**3. SOLICITATION DOCUMENTS**

Solicitation Documents are available on Vendor Connection and may be located as an attachment under the Solicitation Number CLMB320 at:

<https://www.austintexas.gov/financeonline/vendorconnection/index.cfm>

Solicitation Documents are also available in CD format at no cost and may be obtained at One Texas Center, 505 Barton Springs Rd., Suite 1045 (Front Desk), Austin, TX 78704.

At the time Solicitation Documents are obtained, Offerors must provide a working email address, so that they will receive any Addenda and/or Clarifications issued by the Owner.

#### 4. SUBMISSION OF PROPOSAL

The Offeror must submit one (1) original signature copy of their response, one (1) duplicate copy and one (1) digital/electronic version on CD or Flash Drive in a sealed container and submittal must be received at the following location prior to the date and time set forth below:

**Capital Contracting Office  
Contract Procurement Division  
ATTN: LYNN RICH  
105 W. Riverside, Suite 210, Austin, TX 78704**

<b>DUE DATE:</b>	<b>December 7th, 2015</b>
<b>PRIOR TO:</b>	<b>3:00 PM</b>

**PROPOSALS AND COMPLIANCE PLANS RECEIVED AFTER THE DATE AND TIME STATED ABOVE WILL NOT BE ACCEPTED FOR EVALUATION.** The time stamp clock in Suite 210 CCO's Reception Area is the time of record and is verified daily with [www.time.gov](http://www.time.gov), the official U.S. time.

The Owner will receive, publicly open, and read aloud the names of the Offerors and their proposed prices in Suite 210 Conference Room, 105 W. Riverside, Austin, TX.

It is the sole responsibility of the Offeror to ensure timely delivery of Proposal. Owner will not be responsible for failure of service on the part of the U.S. Post Office, courier services, or any other form of delivery service chosen by Offeror.

#### 5. AUTHORIZED CONTACT PERSONS

The persons listed below may be contacted for information regarding the Invitation for Proposals. If the Offeror contacts any other City employee, including Council Members and members of Boards and Commissions, the Bidder may be found in violation of Ordinance No. 20111110-052, dated November 10, 2011, regarding Anti-Lobbying and Procurement. The text of that Ordinance may be viewed at

<http://www.cityofaustin.org/edims/document.cfm?id=161145>.

<b>PROJECT MANAGER:</b>	<b>ALISON VON STEIN</b>	<b>512-974-7217</b>
<b>CONTRACT PROCUREMENT REP.:</b>	<b>LYNN RICH</b>	<b>512-974-7009</b>

#### 6. ANTICIPATED SELECTION SCHEDULE

The final selection of the general contractor for this project is anticipated to be completed and submitted to the Austin City Council for action by January 2016.

Owner will submit a recommendation for Austin City Council authorization to negotiate and execute a contract with the top-ranked firm. If Owner is unable to negotiate a satisfactory contract with the top-ranked firm within 45 calendar days, Owner will formally end

negotiations with that firm. The Owner will then proceed to negotiate a satisfactory contract with the next ranked firm in the order of the selection ranking, until a contract is reached or all negotiations end, provided that Owner, in its complete discretion, may elect to extend the time for negotiations with any firm for an additional period of time.

## **7. MANDATORY PRE-RESPONSE MEETING**

A mandatory Pre-Response Meeting will be held on Thursday, October 22, 2015, at 10:30 pm at Terrazas Library, 1105 East Cesar Chavez Street, Meeting Room 1 & 2, Austin, Texas 78702. There will be a mandatory site visit to the Oakwood Cemetery Chapel immediately following the pre-response meeting.

Offerors must attend the mandatory Pre-Response Meeting and mandatory site visit to ensure their understanding of Owner's Solicitation request, contracting requirements, and MBE/WBE Procurement Program requirements. To be qualified to submit a Response, an authorized agent of the Offeror must attend the Pre-Proposal Meeting. An authorized agent is defined as a knowledgeable person who is on the Offeror's payroll at the time of submission. Offerors must arrive and sign-in within fifteen (15) minutes of the scheduled start time of the meeting; otherwise, the Offeror will not be allowed to submit a Proposal for the project.

**The Chapel interior will be open and available for viewing for a period of 2-hours on both Tuesday, November 24th and Wednesday, December 2nd from 1-3 pm.** Specific project related questions must still be submitted in writing so any needed clarification can be issued to all bidders.

Attendance during these times does not negate the respondents' requirement to have attended the mandatory pre-response meeting held on October 22, 2015. Failure to attend the mandatory pre-response meeting will remove that firm's submittal from further consideration.

## **8. VENDOR REGISTRATION**

All Offerors and Subcontractors must be registered with the Owner prior to execution of a contract. Prime Contractors are responsible for ensuring that their Subcontractors are registered as a vendor with the City. Registration can be done through the Owner's on-line Vendor Registration system.

Registration can be done through the OWNER's on-line Vendor Registration system. Log onto <https://www.ci.austin.tx.us/vss/Advantage> and follow the directions.

## **9. MBE/WBE PROCUREMENT PROGRAM**

All City procurements are subject to the City's Minority-Owned and Women-Owned Business Enterprise Procurement Program found at Chapter 2-9-A of the City Code, as amended. The Program provides Minority-Owned and Women-Owned Business Enterprises (MBEs/WBEs) or Disadvantaged Business Enterprises (DBEs) full opportunity to participate in all City contracts. Goals for MBE/WBE or DBE participation are stated for each solicitation. Information on achieving the goals or documenting good faith efforts to achieve the goals are contained in the MBE/WBE Procurement Program Package or DBE Procurement Program Package attached to the solicitation. When goals are established, Offerors are required to complete and return the MBE/WBE or DBE Compliance Plan with their Proposal. If a Compliance Plan is not submitted prior to the date and time set forth in the solicitation, the Proposal will not be accepted for consideration.

## **10. BID GUARANTY**

All Proposals shall be accompanied by an acceptable Proposal guaranty in an amount of not less than five percent (5%) of the total Proposal, as specified in Section 00100CSP, Instructions To Offerors.

#### **11. BONDS AND INSURANCE**

Performance and payment bonds, when required, shall be executed on forms furnished by Owner. Each bond shall be issued in an amount of one hundred percent (100%) of the Contract Amount by a solvent corporate surety company authorized to do business in the State of Texas, and shall meet any other requirements established by law or by OWNER pursuant to applicable law.

Minimum insurance requirements are specified in Section 00810, Supplemental General Conditions.

#### **12. PREVAILING WAGE COMPLIANCE**

Prevailing wage rates have been established and are specified in Section 00830, Wage Rates and Payroll Reporting.

#### **13. OWNER'S RIGHTS**

Owner reserves the right to reject any or all Proposals and to waive any minor informality in any Proposal or solicitation procedure (a minor informality is one that does not affect the competitiveness of the Proposal).

**END**