



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building

Repairs at Multiple Locations



The Housing Authority of the City of El Paso, Texas

Requests Proposals for:

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

Solicitation No. OPS 19-R-0009

<p>Housing Authority of the City of El Paso, Texas</p> <p>Gerald Cichon Chief Executive Officer</p>	<p>An Equal Opportunity Employer and Contracting Agency</p>
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REQUEST FOR PROPOSALS (RFP)

The Housing Authority of the City of El Paso, Texas (HACEP) is requesting proposals for:

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

OPS 19-R-0009

Request for Proposal will be available online at 02:00 P.M. Mountain Daylight Time (MDT) beginning **July 9, 2019**, To view the solicitation. **Refer to Request for Proposal No. OPS 19-R-0009**. This solicitation is only available electronically. To view the solicitation, please visit www.hacep.org/procurement.sstg, and click on the "E-Procurement" link. You will have the opportunity to register and view the solicitation. There is no fee associated with the use of this system.

MANDATORY SITE VISIT FOR CONTRACTORS ROOF INSPECTION AND VERIFICATION OF ROOF MEASUREMENTS WILL BE ON 7/15/19 AND 7/16/19 FROM 9AM-12PM ONLY.

A pre-proposal conference will be held on July 18, 2019 at 2:00PM MDT at 5300 E. Paisano Dr. Any questions regarding the RFP may be directed to Ms. Eddie Rocha, at (915) 849-3789 or erocha@hacep.org. If you would like to join in the tele-conference, call (877) 226-9790, access code 9217791.

The closing date and time for receipt of sealed proposals is August 2, 2019 at 3:00P.M. MDT. All proposals shall be submitted in "Sealed Envelopes" and may be delivered or hand carried to: Housing Authority of the City of El Paso Texas, Attn: Ms. Eddie Rocha, Contract Specialist, 5300 E. Paisano Dr., El Paso, Texas 79905-2051.

A handwritten signature in blue ink, appearing to read "Juan Pulido", is written over a horizontal line. Below the line, the name "Juan Pulido" is printed in a black, sans-serif font.

Procurement Manager

Advertisement

El Paso Times:

Sunday: July 7, 2019

Sunday: July 14, 2019



Executive Summary Notice Request for Proposal (RFP)

Solicitation No.: OPS 19-R-0009

1. The purpose of this Executive Notice is to highlight the key requirements of the Request for Proposal (RFP).
2. The Housing Authority of the City of El Paso, Texas is requesting proposals from qualified Contractor/Contractors to provide **April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations**. HACEP reserves the right to award multiple Contractors.
3. **For projects less than ONE HUNDRED THOUSAND DOLLARS (\$100,000.00), the General Contractor may agree to a "TURN-KEY" project option. Performance Bond and Payment Bond will not be required. Therefore, there will be no progressive payments. If ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) and over a Payment and Performance Bonds are required by the Owner.**
4. The Housing Authority of the City of El Paso, Texas contemplates award of a contract to April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations. Contractor/Contractors in response to this solicitation will be evaluated using the Technical Proposal Evaluation Process. Contractor/Contractors must submit in accordance with the instructions provided in the Request for Proposal. Failure to furnish a complete offer at the time and date specified in the solicitation may result in elimination from consideration. Term of this contract is for 50 calendar days or until project completion not to exceed a total of 50 calendar days.
5. **MANDATORY SITE VISIT FOR CONTRACTORS ROOF INSPECTION AND VERIFICATION OF ROOF MEASUREMENTS WILL BE ON JULY 15, 2019 AND JULY 16, 2019 FROM 9AM-12PM ONLY.**
6. Formal communications such as requests for clarifications and/or information concerning this solicitation shall be submitted in writing no later than **July 23, 2019 at 3:00 p.m. MDT** local time and directed to **Ms. Eddie Rocha** Contract Specialist, at erocha@hacep.org.
7. It is strongly recommended that interested Contractor/Contractors do a walk thru to the locations of interest to inspect and assess the roofs, to get correct roof measurements and requirements. Such visit must will take place on **July 15, 2019 and July 16, 2019 between 9:00AM – 12:00PM ONLY** prior to Bid closing August 2, 2019 @ 3:00PM MDT.
8. **Any form of contact by an offeror or potential offeror regarding this RFP, at any time during the solicitation process from initial advertisement through award, with Commissioners of the Housing Authority of the City of El Paso, Texas (HACEP) or any person employed by HACEP, other than through the communication channels stipulated in the Request for Proposal, or as subsequently instructed by HACEP through the solicitation process, will constitute grounds for rejection of their Proposal.**
9. Since HACEP is interested in limiting costs associated with the acquisition process, offerors not intending to continue with the RFP are requested to submit a letter requesting they be taken off the mailing list for this solicitation. HACEP reserves the right to reject any or all proposals.
10. Offerors will submit one (1) unbound master copy (so marked) and three (3) copies of their proposal and One electronic copy on a flash drive to 5300 E. Paisano as per directed in the Scope of Work.
11. This solicitation and subsequent amendments shall supersede any posting made through the NAHRO e-procurement system. Potential offerors are advised to review the dates contained in this solicitation in the event of a discrepancy between dates listed in this solicitation and dates listed on the NAHRO e-procurement system.
12. Thank you for your interest in this project. We look forward to receiving your proposal.

Juan Pulido



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building

Repairs at Multiple Locations

Date Issued: July 9, 2019
Subject: Request for Proposal (RFP)
Solicitation No.: OPS 19-R-0009

Separate sealed proposals for April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations for the Housing Authority of the City of El Paso, Texas will be received at the following address:

Contract Compliance & Procurement Administration

Housing Authority of the City of El Paso, Texas

5300 Paisano

El Paso, Texas 79905 - 2931

Until 3:00 p.m., MDT, August 2, 2019. Proposals will be held in confidence and not released in any manner until after contract award.

For any Contract which requires the Contractor to provide services, the Contractor shall, prior to commencement of work, provide HACEP with Certificates of Insurance in the below amounts and shall maintain such coverage in effect for the full duration of the Contract. HACEP must be named as additional insured in the insurance certificate(s).

General Liability	\$1,000,000
Automobile (if contractor has vehicles on HACEP premises)	\$1,000,000
Workman's Compensation Insurance (for onsite work)	\$1,000,000

For projects less than ONE HUNDRED THOUSAND DOLLARS (\$100,000.00), the General Contractor may agree to a "TURN-KEY" project option. Performance Bond and Payment Bond will not be required. Therefore, there will be no progressive payments. If ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) and over a Payment and Performance Bonds is required by the Owner.

By submission of a proposal, the offeror agrees, if its proposal is accepted, to enter into a contract with HACEP in the form included in the solicitation documents, to complete all work as specified or indicated in the contract documents for the contract price and within the time parameters indicated in the attached RFP. The offeror further accepts all of the terms and conditions of the Request for Proposal.

All proposals will be evaluated on eligibility criteria and factors for award stated in this proposal.

The Housing Authority of the City of El Paso, Texas specifically reserves the right to reject any or all proposals, waive technicalities and to award the contract in the best interest of the Housing Authority. Price alone will not be the sole determining criteria in the selection process.

Effective immediately, all proposals delivered to 5300 E. Paisano must be received by Procurement Staff. The receptionist will notify a procurement staff member to accept your proposal. Receptionist staff cannot accept your proposal and is not responsible for mishandling your proposal.

Each offeror is responsible to ensure that they have received all amendments related to this solicitation. Contract Compliance will send amendments through e-procurement, through fax, etc. For those companies that download this solicitation through e-procurement, amendments will be posted to e-procurement. Companies that receive this solicitation in electronic format through other than e-procurement may not receive notifications.



Table of Contents

OPS 19-R-0009

PART I – THE SCHEDULE

Section A	Solicitation, Offer and Award
Section B	Price Schedule
Section C	Scope of Work

PART II – CONTRACT CLAUSES

Section D	Clauses Incorporated by Reference
	Mandatory Clauses and Conditions
	General Contract Conditions

PART III – DOCUMENTS, EXHIBITS AND OTHER ATTACHEMENTS

Section E	Form of Non-collusive Affidavit,
	Certification of Equal Employment Agreement Federal
	Labor Standards Certification Statement of Offeror’s
	Qualifications
	Certification Regarding Debarment and Suspension
	Disclosure of Lobbying Activities
	Payment and Performance
	Bonds
	Plans – Scopes/ location
	(See Attachment B)
	Form of Contract
	(See Attachment A)

PART IV – REPRESENTATIONS AND INSTRUCTIONS

Section F	*Certifications and Representations of Offerors (5369-C)
Section G	Instructions to Offerors
	Solicitation Provisions Incorporated by Reference
Section H	Evaluation Criteria
Section I	Travel Reimbursement Guidelines
Section J	Vendor Information Form



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building

Repairs at Multiple Locations

***All documents listed as attachments must be submitted in order for your offer to be considered responsive, as well as HUD Form 5369-C (Certifications and Representations of Offerors), found in Section F**

****Executed after award**



Housing Authority of the City of El Paso

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building

Repairs at Multiple Locations

SECTION A Solicitation, Offer and Award

1. Contract No. _____
2. Solicitation No. OPS 19-R-0009
3. Type of Solicitation
- Sealed Bid (IFB)
- Negotiated (RFP)
5. Issued By: **HACEP**
Procurement Administration Department
4. Date issued: July 9, 2019
6. Address: **5300 E. Paisano Dr.**
El Paso, Texas 79905 – 2931

SOLICITATION

7.

NOTE: All offers are subject to all applicable terms and conditions contained in this solicitation.

8. For information call: **Ms. Eddie Rocha, Contract Specialist** Telephone No.: **(915) 849-3789**

Technical questions may be emailed to erocha@hacep.org no later than

9. July 23, 2019 by 3:00PM MDT.

(X)	SEC.	DESCRIPTION	PAGES	(X)	SEC.	DESCRIPTION	PAGES
		PART I – THE SCHEDULE				PART – II CONTRACT CLAUSES	
X	A	Solicitation Offer & Award	1 of 2	X	D	Incorporated by Reference General Contract Conditions Section 3 Clause	1 of 1 1 of 5 1 of 2
	B	Price Schedule	N/A			OCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS	
X	C	Scope of Work		X	E	List of Attachments – Non-collusive Affidavit Certificate of Equal Employment Federal Labor Standards Certification Statement of Offeror’s Qualifications Form of Contract Payment/Performance Bond Debarment Certification Disclosure of Lobbying Activities Davis- Bacon Act	1 of 1 1 of 1 1 of 1 1 of 4 1 of 2 1 of 4 1 of 2 1 of 2 1 of 6
						PART IV – REPRESENTATIONS AND INSTRUCTIONS	
		Deliveries or Performanc		X	F	Certifications and Representations of Offerors	1 of 2



Housing Authority of the City of El Paso

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building

Repairs at Multiple Locations

		Contract Administration Data				X	G	Instructions, Conditions to Offerors	1 of 2
								Solicitation Provisions Incorporated by Reference	1 of 3
		Special Contract				X	H	Evaluation Criteria	1 of 4

In accordance with above, the undersigned agrees, if this offer is accepted within ninety (90) calendar days from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered.



Housing Authority of the City of El Paso

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SOLICITATION OFFER AND AWARD

(Must be completed by Offeror)

Offeror acknowledges receipt of amendment(s)

Number(s)	Date(s)
11. Name and Address of Offeror: 	12. Name and Title of Person Authorized to Sign Offer (TYPE OR PRINT)
13. Telephone No. (include area code) 	14. <input type="checkbox"/> Check if remittance address is different from Above – Enter such address in Federal ID No. _____
15. Signature: _____	Offer Date: _____

AWARD (To be completed by Authority)

16. Accepted as to items numbered: 	17. Amount:
18. Submit invoices to: Accounting and Finance Department accountspayable@hacep.org Attn: Accounts Payable HACEP 5300 E. Paisano Dr. El Paso, Texas 79905 – 2931	19. Technical Representative Name: <u>Jaime Macias / Joe Molina</u> Telephone No. <u>915-849-3716 / 849-3683</u>
20. Administered by: Procurement and Contract Compliance Department HACEP 5300 E. Paisano Dr. El Paso, Texas 79905 – 2931 (915) 849-3776	21. Payment will be made by: Accounts Payable Department HACEP 5300 E. Paisano Dr. El Paso, Texas 79905 – 2931 (915) 849-3742
22. Name of Contracting Officer (Type or Print) <u>Gerald Cichon, Chief Executive Officer</u>	23. Signature of Contracting Officer:
Award Date: 	IMPORTANT: Award will be made by formation of contract. Award notice will be generated by NAHRO e-procurement or similar manner.



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April 2019 Hail Storm Roof Replacement and Building
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PART I
THE SCHEDULE



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building

Repairs at Multiple Locations

SECTION B

PRICE SCHEDULE



	LOCATION	PRICE FOR ROOF REPLACEMENT	WARRANTY
1	5200 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
2	5204 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
3	5205 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
4	5208 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
5	5209 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
6	5212 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
7	5213 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
8	5216 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
9	5220 Lou Brock St.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
10	5224 Lou Brock St		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
11	5228 Lou Brock St		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.



	LOCATION	PRICE FOR ROOF REPLACEMENT	WARRANTY
12	5232 Lou Brock St		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
13	5236 Lou Brock St		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
14	5240 Lou Brock St		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
15	5241 Lou Brock St		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
16	5244 Lou Brock St		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
17	3516 East Glen Dr.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
18	5713 Edinburg Dr.		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
19	10332 Shenandoah Dr. A & B		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
20	8825 – 8827 Norton		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
21	8829 – 8831 Norton		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
22	8837 – 8839 Norton		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
23	2612A – 2612B Sacramento Ave		WARRANTY LABOR _____ Yrs. WARRANTY MATERIAL _____ Yrs.
	GRAND TOTAL		



NOTE: All items noted below must be approved by HACEP before replacing

ITEM	DESCRIPTION	UNIT	PRICE
1	DECK: Remove and replace as needed damaged plywood (per square foot unit price)	Square Foot	
2	EVAP COOLER: Remove and replace as needed swamp cooler new stand and new roof jack (PACKAGE)	Package/ Bldg.	
3	VENTS / FLUE PIPES: Replace all needed WH and Furnace vents to code standards. New vents with caps and height to exceed EVAP Cooler Height (PACKAGE)	Package/ Bldg.	

Please comply with units of measure, e.g. "Linear Foot", "Square Foot", etc.



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SECTION C

SCOPE OF SERVICES



SCOPE OF WORK

GENERAL INFORMATION

The Work is for roof replacement and building repairs at 23 locations for damages caused by the hail storm that occurred on April 2019.

This is a turnkey project - Contractor will use insurance Scope of Work (SOW) for roof replacement provided by HACEP as guidance of measurements and dimensions and HACEP's scope of work. **Contractor will be responsible to inspect and assess all of the roofs and building damages required to complete the project.** If there are items that are not listed on the SOW on the existing roof needed and/or required with the new roof replacement such as vents, stands or roof jacks or any other component(s), it will be installed as part of this contract with notification to HACEP and previous approval from HACEP. **The bid price is a firm fixed amount and WILL NOT be adjusted due to any subsequent contractor measurements and/or HACEP omissions.** Change orders will only be submitted for unforeseen or unanticipated items and only approved by the Contracting Officer in writing.

Contractor Prior to submitting a proposal; the contractor will be responsible to inspect and assess all of the roofs, **obtain and verify dimensions** for the roof replacement, to include in his bid/proposal all permits, labor, materials, tools, equipment, inspections, warranties, related removal/waste, installation, other related components that are necessary for roofing work such as material waste, dump fees, portable toilet, etc. and any and all necessary general conditions that may be reasonably inferred from the Contract Documents for the professional roofing replacement on the locations on this document.

It is the Contractor's responsibility to survey all buildings and submit proposal for the roof replacement to include all materials, labor and equipment for a complete and operable roof system and any other associated items needed to pass City of El Paso Final Inspection. **No change orders will be accepted/authorized unless it is an unforeseen or unanticipated item not on scope.**

Squares, waste and start up on Scope of Work could have discrepancies. It will be the **responsibility** of the contractor to obtain and verify dimensions for this project prior to submitting a bid **NO change order/supplement will be allowed for waste or start up.**



Part 1 – PROJECT SPECIFICATIONS

1.1 APPLICABLE CODES, RULES, REGULATIONS, REGULATORY AGENCY APPROVALS, & INDEPENDENT REVIEW(S):

1.1.1 It is the Contractor's responsibility to assure the Project is in compliance with all applicable requirements of federal, state and local laws, codes, rules, regulations, ordinances, and standards. Contractor needs to specify on proposal that has verified compliance.

Yes No

1.1.2 All roof work will conform to:

1. Chapter 9 Roof Assemblies of the 2018 International Residential Code (IRC 2018), and
2. All City of El Paso Codes and Regulations

Does all work conform to 1.1.2 Items 1 and 2, Yes No

1.2 EXAMINATION OF SITE:

1.2.1 Prior to submitting Proposal for the Work, Contractors will:

- a. Visit the Project sites to become familiar with existing site conditions, including site location and size. Contractor will report any deficiencies/issues/conditions, which could possibly impact the project prior to bidding.
- b. HACEP has provided a roof plan with approximate dimensions. **It will be the responsibility of the contractor to obtain and verify dimensions of roofs for this project.**
- c. The contractor is responsible for obtaining permits, accurate dimensions for each building prior to submitting a bid. The Contractor will examine the site and will bring to HACEP's attention any discrepancies in dimensions, utilities or changes in Work before the bid period. HACEP will provide roof plans and contractor is responsible for accurate dimensions of data provided. The tenants must not be disturbed.



EXAMINATION OF SITE: Yes No

1.3 OUTLINE SPECIFICATIONS: PITCH-SLOPE ROOF, STEEP-SLOPE (SHINGLE) ROOFS, MANSARD ROOF, GABLE ROOF AND FLAT ROOFS AS APPLICABLE TO EACH TYPE OF ROOF:

1.3.1 Performance Specification: ENERGY STAR Rating Dimensional to be practiced in accordance to (Shingle) Roofs. Color: ENERGY STAR ® compliant, provide samples, owner to select color.

Contractor must provide membrane roofs which meet the Energy Star Roof Products Specification Version 3.0 Amendment for energy efficiency and reliability as outlined in Table 1 below.

The Contractor is encouraged to visit www.energy_star.gov for complete product specifications and an updated 2018 ENERGY STAR ® Roof Product List, which can be found at the following link http://www.energystar.gov/building_products/roofs_products.

Note that this specification amendment refers to the revised performance specification requirements, which went into effect on July 2017.

Table 1 – Performance Specification: Energy Star Steep-Slope (shingle) Roof Products

Performance Characteristic	Current Criteria
Energy Efficiency	
Initial Solar Reflectance	Steep slope roof must have Greater than or equal to 0.25 Low slope roof must have Greater than or equal to 0.65
Maintenance of Solar Reflectance	Greater than or equal to 0.50 three years after installation under normal conditions.
Reliability	
Manufacturer warranty for defects in materials and Manufacturer warranty for	Minimum 30 years pro-rated manufacturer’s warranty. Each company's warranty for reflective roof products must be equal in all material respects to the product warranty offered by the same company for comparable non-reflective roof products. A company that sells only reflective roof products must offer a warranty that is equal in all material respects to the standard



<p>defects in materials and (continuation)</p>	<p>industry warranty for comparable non-reflective roof products company for comparable non-reflective roof products. A company that sells only reflective roof products must offer a warranty that is equal in all material respects to the standard industry warranty for comparable non-reflective roof products.</p>
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1.3.2 Performance Specification (Warranties): Manufacturer's standard form in which manufacturer agrees to repair or replace asphalt shingles that fail in materials within specified warranty period. Materials failures include manufacturing defects and failure of asphalt shingles to self-seal after a reasonable time.

1. Material Warranty Period: **30 years** pro-rated from date of Completion
2. Wind-Speed Warranty Period: Asphalt shingles will resist blow-off or damage caused by wind speeds up to 110 mph (50 m/s) for 15 years or better from date of Substantial Completion.
3. Algae-Discoloration Warranty Period: Asphalt shingles will not discolor 15 years or better from date of Substantial Completion.

Special Project Warranty: Roofing Installer's warranty, signed by roofing Installer, covering Work of this Section, in which roofing Installer agrees to repair or replace components of asphalt shingle roofing that fail in materials or workmanship within the following warranty period:

1. Labor Warranty Period: **Minimum of Two (2) years** from date of Substantial Completion.

The contractor will list the shingle type, mil thickness, warranty type and manufacturer, to include performance specification and rating of product proposed.

1.3.3 Work to be performed:

1. Permits for this project will be obtained by the contractor awarded this contract.
2. Permit fees for this contract will **NOT** be waived by the City.
3. Tear down all roofing material down to deck surface including, but not limited to;
 - All roof materials regardless of number of layers down to the deck,
 - All metal flashings to include, but not limited to drip edge, goosenecks, pipe jacks, lead liners, pitch pans, etc.,
 - All felt and roofing nails,



- All damaged pipe vents, and
 - All debris must be hauled and disposed immediately after tear off.
4. Remove and Replace damaged plywood as necessary on a per sheet unit pricing (owner to approve replacement).
 5. Remove all old protrusions for smooth deck surface and cap old vents not being used for smooth deck surface.
 6. Install 2 new layers of base sheet #15 felt with 1¼” (minimum) galvanized roofing nails with tin or plastic caps.

When Applicable Only items 7-11 for flat roofs and mansard roof

7. Flat Roof - Clean with pressure/chemical spray
8. Flat Roof - Elastomeric roof primer Elastomeric roof coating
9. Flat Roof - Install new roofing material (SBS, 90 lb. Roof); hot applied
10. Mansard Roof – Remove Laminated – comp. shingle rfg (per SHINGLE)
11. Mansard Roof – install Laminated – comp. shingle rfg (per SHINGLE)
12. Install new ENERGY STAR certified (Shingles) roof in accordance with the manufacturer’s specifications. Ensure that installation meets manufacturer’s warranty requirements. Contractor to provide samples of roof shingle with required warranties and Energy-Star certification for approval by HACEP.
13. Install new drip edge to match in size, gauge, and color of existing drip edge on all perimeters of all buildings (overlap a minimum of 3”, and continuous at corner).
14. Install and paint to match stucco new wall counter flashings on lower level roofs where shingles meet stucco, and seal.
15. **Replace and install ALL flashings per code and as necessary for new roof to include, but not limited to drip edge, goosenecks, pipe boots, wall flashings, counter flashings and pitch pans with no additional cost to Owner.**
16. All flashings will be 26GA minimum.
17. Replace damaged 1x2’s, fascia, soffit, etc., with similar materials and paint to match existing.
18. Replace roof jacks and sleeves only if needed, must be **approved by HACEP.**
19. New vent flashings (boots) on the front must be clear from roof cements, and no longer than 2” left uncovered.
20. Contractor will remove AC units, stands, and pitch pans for installation of new roofing materials.



21. AC stands will be anchored to roof and seal all penetrations.
22. All overextended vents will be strapped and braced to the A/C as part of this scope of work.
23. All water and electrical line penetrations must be sealed with pitch pans, and granules as part of this scope of work.
24. All other penetrations must have a ¾" bead of tar and granules with a clean installation.
25. Corroded or damaged electrical conduits must be reported immediately to owner for replacement
26. Contractor to, clean and repair to original condition all interior and exterior damage to units if caused during the course of this work at no additional cost
27. Contractor will replace at his own expense all items not properly re-installed or replaced.
28. All change orders must be in writing, justified prior to doing the work. Oral change orders will not be binding.

1.4 HVAC REQUIREMENTS (EVAP COOLERS):

1. Contractor will lift and/or remove and reset all EVAP coolers during the installation of the roofing material.
2. All units must be reinstalled to previously existing condition at the end of the work day as part of this scope of work.
3. All units must be reinstalled in good working order (working, no water leaks, electrical boxes on the side of unit, dampers must be accessible to maintenance crews) within two days from removal.

1.5 ELECTRICAL REQUIREMENTS

1. All electrical work must be performed by a licensed electrician.
2. Electrical wiring and outlets will be water protected and away from HVAC units.
3. All electrical components will be disconnected and re-installed and tested to assure good working order. Corroded or damaged electrical conduits must be reported immediately to Owner for replacement.



1.6 ROOF VENTILATION REQUIREMENTS

1. Roof Ventilation Code Requirements
2. Attention of the Contractor is drawn to the ventilation requirements of the following code, cited below:
3. International Business Code, IBC-2018, Section 1203 Ventilation
4. Work to be performed:

Contractor will provide and install as a part of this contract all ventilation required to meet (1) the IBC 2018 and (2) City of El Paso codes and regulations, based on the 1 square foot ventilation per 150 square feet of roof requirement.

Contractor will provide and install as a part of this contract all ventilation required to meet the manufacturer's warranty ventilation requirements.

It is anticipated that for Steep-Slope (Shingle) roofs, the ventilation requirement will be met primarily with ridge vents and soffit vents, non-corroding and included in the 30-year warranty, or other equivalent vents, which are meet code requirements and manufacturer warranty requirements. It is the responsibility of the Contractor to propose acceptable vents which meet these criteria.

1.7 GUARANTEE TO REPAIR PERIOD INSPECTIONS

Provide written statements on manufacturer's letterhead certifying that contractor complies with the requirements for installation of the product for full warranty coverage. The Contracting Officer may withhold payment until such time the Manufacturer's acceptances of warranty certificates are submitted.

Contractor will provide a two (2) year labor warranty and inspect the work 11 months after Final Completion, as applicable and will submit written recommendations to HACEP for the correction of any deficiencies. Contractor will be accompanied by HACEP representatives during these inspections. Dates for inspections will be mutually agreed by the parties.

Part 2 – GENERAL REQUIREMENTS

COORDINATION:

The contractor is responsible for coordinating all work schedules (including weekend work) on a timely manner with other contractors who may be on the site, and with HACEP personnel. HACEP requires time to notify and schedule any and all



shutdowns with tenants of units being affected by this contract. Failure to coordinate will result in time delays created by the contractor.

CONSTRUCTION SCHEDULE:

HACEP anticipates scheduling construction of roofing project starting in September 2019.

CABLES / WIRES:

Contractor will protect and reattach all electrical cables to original position. CABLE COMPANY MAY NEED TO RE-LOCATE CABLES OUT OF THE NEW ROOF MEMBRANE.

DAMAGES TO STRUCTURES:

Damages caused during roof project by contractor to any existing structure or landscape must be repaired to original condition. Contractor will clean and repair to original condition all damage inside of units if caused during the course of this work at no additional cost. Contractor to repair flat tires to resident's vehicles if caused by nails during the course of this work if damage is caused by poor housekeeping or negligence at no additional cost. Contractor will be responsible for all damages and repairs to the roof system until final completion of the project.

LIQUIDATED DAMAGES:

The amount of Two Hundred (**\$200.00**) Dollars will be assessed for each day per building until the project is over the performance period

PAINT:

All materials replaced will match existing colors. HACEP will NOT provide paint. All wood joints must be caulked with exterior caulk before painting. Paint will be appropriate for materials being painted. Painted items to be replaced must be primed with exterior oil-based primer, and topcoat must be painted with exterior 10-year oil-based paint. Topcoat color will match existing building and trim colors.

PERFORMANCE TIME:

Performance period is **50 calendar days** for completion or on negotiated terms by HACEP and selected Contractor(s)



TEMPORARY UTILITIES:

It will be the responsibility of the contractor to provide all temporary utilities necessary for this project to include; portable toilets, electrical, water, etc.

TENANTS AND SAFETY:

Do not disturb the tenants. The tenants know and are aware of the project. In order to avoid misunderstandings with the tenants, it is highly advisable that you wear your company uniform for identification purposes while at the complex.

TRAFFIC - SAFETY/BARRICADING:

The contractor will ensure that all safety guidelines and codes are followed *per City and OSHA regulations*. The Contractor will provide barricades, fencing, and all other necessary safety equipment around work area as required and approved by the City to ensure a safe installation for workers and residents. Contractor will provide reasonable site access at all times.

WASTE DISPOSAL:

The contractor is responsible for waste containers, and cleaning on a daily basis. The contractor must haul and dispose of all debris and provide the manifest or dump tickets for all demolition materials from an authorized landfill. The complex waste containers **may not** be used to dispose of material from this project. Work site must remain as clean as possible during working hours, and the site will be left in clean condition at the end of each day.

WORK HOURS:

Work hours for this job will be from 8:00 AM to 5:00 PM on weekdays only, not including holidays. Requests to work at other times will be made in writing by Contractor(s) and coordinated through the construction manager.

It is the Contractor's responsibility to survey all buildings and submit bid for all materials, labor and equipment for a complete and operable roof system and any other associated items needed to pass City of El Paso Final Inspection. No other change orders are anticipated.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

PART II

CONTRACT CLAUSES



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building

Repairs at Multiple Locations

SECTION D

MANDATORY CLAUSES



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

Federal Acquisition Regulation (FAR) FAR 2005-83/07-02-2015

Part II – Contract Clauses Section D

Clauses Incorporated by Reference As applicable:

FAR#:	CLAUSE TITLE	DATE
52.202-1	Definitions	November 2013
52.203-3	Gratuities	April 1984
52.203-5	Covenant Against Contingent Fees	May 2014
52.203-7	Anti-Kickback Procedures	May 2014
52.209-6	Protecting the Governments Interest when Sub-contracting with Contractors Debarred, Suspended or Proposed for Debarment	October 2015
52.215-2	Audit and Records – Negotiation	October 2010
52.215-8	Order of Precedence – Uniform Contract Format	October 1997
52.215-14	Integrity of Unit Prices	October 2010
52.217-6	Option for Increased Quantity	March 1989
52.217-9	Option to Extend the Term of the Contract	March 2000
52.222-4	Contract Work Hours and Safety Standards Act – Overtime Compensation	May 2014
52.222-6	Construction Wage Rate Requirements	May 2014
52.222-18	Certification Requiring Knowledge of Child Labor for Listed End Products	February 2001
52.222-20	Contracts for Materials, Supplies, Articles and Equipment Exceeding \$15,000	May 2014
52.222-26	Equal Opportunity	September 2016
52.222-35	Equal Opportunity for Veterans	July 2014
52.222-36	Equal Opportunity for Workers With Disabilities	July 2014
52.223-2	Affirmative Procurement of Biobased Products Under Services and Construction Contracts	September 2013
52.223-6	Drug Free Work Place	May 2001



Housing Authority of the City of El Paso

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

52.227-1	Authorization and Consent	December 2007
52.228-5	Insurance – Work on a Government Installation	January 1997
52.229-3	Federal, State and Local Taxes	February 2013
52.232-7	Payments Under Time-and-Materials and Labor-Hour Contracts	August 2012
52.232-18	Availability of Funds	April 1984
52.232-23	Assignment of Claims	May 2014
52.236-3	Site Investigation and Conditions Affecting the Work	July 1995
52.237-2	Protection of Government Buildings, Equipment and Vegetation	April 1984
52.237-3	Continuity of Services	January 1991
52.242-13	Bankruptcy	July 1995
52.243-3	Changes – Time-and-Materials or Labor-Hours	September 2000
52.243-7	Notification of Changes	January 2017
52.246-17	Warranty of Supplies of a Non-complex Nature	June 2003
52.248-1	Value Engineering	October 2010
52.249-2	Termination for Convenience of the Government (Fixed Price)	April 2012
52.249-8	Default (Fixed Price Supply & Service)	April 1984
52.249-14	Excusable Delays	April 1984
52.252-2	<p>Clauses Incorporated by Reference:</p> <p>This contract incorporates one or more clauses by reference, with the same forced effect as if they were given in full text.</p>	February 1998



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

General Contract Conditions for Small Construction/Development Contracts

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0157 (exp. 3/31/2020)

Applicability. The following contract clauses are applicable and must be inserted into small construction/development contracts greater than \$2,000 but not more than \$150,000.

1. Definitions

Terms used in this form are the same as defined in form HUD-5370

2. Prohibition Against Liens

The Contractor is prohibited from placing a lien on the PHA's property. This prohibition shall apply to all subcontractors at any tier and all materials suppliers. The only liens on the PHA's property shall be the Declaration of Trust or other liens approved by HUD.

3. Disputes

- (a) Except for disputes arising under the **Labor Standards** clauses, all disputes arising under or relating to this contract, including any claims for damages for the alleged breach thereof which are not disposed of by agreement, shall be resolved under this clause.
- (b) All claims by the Contractor shall be made in writing and submitted to the Contracting Officer for a written decision. A claim by the PHA against the Contractor shall be subject to a written decision by the Contracting Officer.
- (c) The Contracting Officer shall, within 30 days after receipt of the request, decide the claim or notify the Contractor of the date by which the decision will be made.
- (d) The Contracting Officer's decision shall be final unless the Contractor (1) appeals in writing to a higher level in the PHA in accordance with the PHA's policy and procedures, (2) refers the appeal to an independent mediator or arbitrator, or (3) files suit in a court of competent jurisdiction. Such appeal must be made within 30 days after receipt of the Contracting Officer's decision.
- (e) The Contractor shall proceed diligently with performance of this contract, pending final resolution of any request for relief, claim, appeal, or action arising under or relating to the contract, and comply with any decision of the Contracting Officer.

4. Default

- (a) If the Contractor refuses or fails to prosecute the work, or any separable part thereof, with the diligence that will insure its completion within the time specified in this contract, or any extension thereof, or fails to complete said work within this time, the Contracting Officer may, by written notice to the Contractor, terminate the right to proceed with the work (or separable part of the work) that has been delayed. In the event, the PHA may take over the work and complete it by contract or otherwise, and may take possession of and use any materials, equipment, and plant on the work site necessary for completing the work. The Contractor and its sureties shall be liable for any damage to the PHA resulting from the Contractor's refusal or failure to complete the work within the specified time, whether or not the Contractor's right to proceed with the work is terminated. This liability includes any increased costs incurred by the PHA in completing the work.

- (b) The Contractor's right to proceed shall not be terminated or the Contractor charged with damages under this clause if –
 - (1) The delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor; and
 - (2) The Contractor, within 10 days from the beginning of such delay notifies the Contracting Officer in writing of the causes of delay. The Contracting Officer shall ascertain the facts and the extent of the delay. If, in the judgment of the Contracting Officer, the findings of Fact warrant such action, time for completing the work shall be extended by written modification to the contract. The findings of the Contracting Officer shall be reduced to a written decision which shall be subject to the provisions of the **Disputes** clause of this contract.
- (c) If, after termination of the Contractor's right to proceed, it is determined that the Contractor was not in default, or that the delay was excusable, the rights and obligation of the parties will be the same as if the termination had been for convenience of the PHA.

5. Termination for Convenience

- (a) The Contracting Officer may terminate this contract in whole, or in part, whenever the Contracting Officer determines that such termination is in the best interest of the PHA. Any such termination shall be effected by delivery to the Contractor of a Notice of Termination specifying the extent to which the performance of the work under the contract is terminated, and the date upon which such termination becomes effective.
- (b) If the performance of the work is terminated, either in whole or in part, the PHA shall be liable to the Contractor for reasonable and proper costs resulting from such termination upon the receipt by the PHA of a properly presented claim setting out in detail: (1) the total cost of the work performed to date of termination less the total amount of contract payments made to the Contractor; (2) the cost (including reasonable profit) of settling and paying claims under subcontracts and material orders for work performed and materials and supplies delivered to the site, payment for which has not been made by the PHA to the Contractor or by the Contractor to the subcontractor or supplier; (3) the cost of preserving and protecting the work already performed until the PHA or assignee takes possession thereof or assumes responsibility therefore; (4) the actual or estimated cost of legal and accounting services reasonably necessary to prepare and present the termination claim to the PHA; and (5) an amount constituting a reasonable profit on the value of the work performed by the Contractor.
- (c) The Contracting Officer will act on the Contractor's claim within days (60 days unless otherwise indicated) of receipt of the Contractor's claim.
- (d) Any disputes with regard to this clause are expressly made subject to the provisions of the Disputes clause of this contract.

6. Insurance

- (a) Before commencing work, the Contractor and each subcontractor shall furnish the PHA with certificates of insurance showing the following insurance is in force and will insure all operations under the Contract:



(1) Workers' Compensation, in accordance with state or Territorial Workers' Compensation laws.

(2) Commercial General Liability with a combined single limit for bodily injury and property damage of not less than \$ _____ [Contracting Officer insert amount] per occurrence to protect the Contractor and each subcontractor against claims for bodily injury or death and damage to the property of others. This shall cover the use of all equipment, hoists, and vehicles on the site(s) not covered by Automobile Liability under (3) below. If the Contractor has a "claims-made" policy, then the following additional requirements apply: the policy must provide a "retroactive date" which must be on or before the execution date of the Contract; and the extended reporting period may not be less than five years following the completion date of the Contract.

(3) Automobile Liability on owned and non-owned motor vehicles used on the site(s) or in connection therewith for a combined single limit for bodily injury and property damage of not less than \$ _____ [Contracting Officer insert amount] per occurrence.

(b) Before commencing work, the Contractor shall furnish the PHA with a certificate of insurance evidencing that Builder's Risk (fire and extended coverage) Insurance on all work in place and/or materials stored at the building site(s), including foundations and building equipment, is in force. The Builder's Risk Insurance shall be for the benefit of the Contractor and the PHA as their interests may appear and each shall be named in the policy or policies as an insured. The Contractor in installing equipment supplied by the PHA shall carry insurance on such equipment from the time the Contractor takes possession thereof until the Contract work is accepted by the PHA. The Builder's Risk Insurance need not be carried on excavations, piers, footings, or foundations until such time as work on the superstructure is started. It need not be carried on landscape work. Policies shall furnish coverage at all times for the full cash value of all completed construction, as well as materials in place and/or stored at the site(s), whether or not partial payment has been made by the PHA. The Contractor may terminate this insurance on buildings as of the date taken over for occupancy by the PHA. The Contractor is not required to carry Builder's Risk Insurance for modernization work which does not involve structural alterations or additions and where the PHA's existing fire and extended coverage policy can be endorsed to include such work.

(c) All insurance shall be carried with companies which are financially responsible and admitted to do business in the State in which the project is located. If any such insurance is due to expire during the construction period, the Contractor (including subcontractors, as applicable) shall not permit the coverage to lapse and shall furnish evidence of coverage to the Contracting Officer. All certificates of insurance, as evidence of coverage, shall provide that no coverage may be canceled or non-renewed by the insurance company until at least 30 days prior written notice has been given to the Contracting Officer.

7. Contract Modifications

- (a) Only the Contracting Officer has authority to modify any term or condition of this contract. Any contract modification shall be authorized in writing.
- (b) The Contracting Officer may modify the contract unilaterally (1) pursuant to a specific authorization stated in a contract clause (e.g., Changes); or (2) for administrative matters which

do not change the rights or responsibilities of the parties (e.g., change in the PHA address). All other contract modifications shall be in the form of supplemental agreements signed by the Contractor and the Contracting Officer.

- (c) When a proposed modification requires the approval of HUD prior to its issuance (e.g., a change order that exceeds the PHA's approved threshold), such modification shall not be effective until the required approval is received by the PHA.

8. Changes

- (a) The Contracting Officer may, at any time, without notice to the sureties, by written order designated or indicated to be a change order, make changes in the work within the general scope of the contract including changes:
- (1) In the specifications (including drawings and designs);
 - (2) In the method or manner of performance of the work;
 - (3) PHA-furnished facilities, equipment, materials, services, or site; or,
 - (4) Directing the acceleration in the performance of the work.
- (b) Any other written order or oral order (which, as used in this paragraph (b), includes direction, instruction, interpretation, or determination) from the Contracting Officer that causes a change shall be treated as a change order under this clause; provided, that the Contractor gives the Contracting Officer written notice stating (1) the date, circumstances and source of the order and (2) that the Contractor regards the order as a change order.
- (c) Except as provided in this clause, no order, statement or conduct of the Contracting Officer shall be treated as a change under this clause or entitle the Contractor to an equitable adjustment.
- (d) If any change under this clause causes an increase or decrease in the Contractor's cost of, or the time required for the performance of any part of the work under this contract, whether or not changed by any such order, the Contracting Officer shall make an equitable adjustment and modify the contract in writing. However, except for an adjustment based on defective specifications, no proposal for any change under paragraph (b) above shall be allowed for any costs incurred more than 20 days (5 days for oral orders) before the Contractor gives written notice as required. In the case of defective specifications for which the PHA is responsible, the equitable adjustment shall include any increased cost reasonably incurred by the Contractor in attempting to comply with the defective specifications.
- (e) The Contractor must assert its right to an adjustment under this clause within 30 days after (1) receipt of a written change order under paragraph (a) of this clause, or (2) the furnishing of a written notice under paragraph (b) of this clause, by submitting a written statement describing the general nature and the amount of the proposal. If the facts justify it, the Contracting Officer may extend the period for submission. The proposal may be included in the notice required under paragraph (b) above. No proposal by the Contractor for an equitable adjustment shall be allowed if asserted after final payment under this contract.
- (f) The Contractor's written proposal for equitable adjustment shall be submitted in the form of a lump sum proposal supported with an itemized breakdown of all increases and decreases in the contract in at least the following details:
- (1) Direct Costs, Materials (list individual items, the quantity and unit cost of each, and the aggregate cost); Transportation and delivery costs associated with materials; Labor



breakdowns by hours or unit costs (identified with specific work to be performed); Construction equipment exclusively necessary for the change; Costs of preparation and/ or revision to shop drawings resulting from the change; Worker's Compensation and Public Liability Insurance; Employment taxes under FICA and FUTA; and, Bond Costs - when size of change warrants revision.

- (2) Indirect Costs. Indirect costs may include overhead, general and administrative expenses, and fringe benefits not normally treated as direct costs.
- (3) Profit. The amount of profit shall be negotiated and may vary according to the nature, extent, and complexity of the work required by the change.

The allowability of the direct and indirect costs shall be determined in accordance with the Contract Cost Principles and Procedures for Commercial Firms in Part 31 of the Federal Acquisition Regulation (48 CFR 1-31), as implemented by HUD Handbook 2210.18, in effect on the date of this contract. The Contractor shall not be allowed a profit on the profit received by any subcontractor. Equitable adjustments for deleted work shall include a credit for profit and may include a credit for indirect costs. On proposals covering both increases and decreases in the amount of the contract, the application of indirect costs and profit shall be on the net-change in direct costs for the Contractor or subcontractor performing the work.

- (g) The Contractor shall include in the proposal its request for time extension (if any), and shall include sufficient information and dates to demonstrate whether and to what extent the change will delay the completion of the contract in its entirety.
- (h) The Contracting Officer shall act on proposals within 30 days after their receipt, or notify the Contractor of the date when such action will be taken.
- (i) Failure to reach an agreement on any proposal shall be a dispute under the clause entitled Disputes herein. Nothing in this clause, however, shall excuse the Contractor from proceeding with the contract as changed.
- (j) Except in an emergency endangering life or property, no change shall be made by the Contractor without a prior order from the Contracting Officer.

9. Examination and Retention of Contractor's Records

The HA, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until three years after final payment under this contract, have access to and the right to examine any of the Contractor's directly pertinent books, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

10. Rights in Data and Patent Rights (Ownership and Proprietary Interest)

The HA shall have exclusive ownership of, all proprietary interest in, and the right to full and exclusive possession of all information, materials, and documents discovered or produced by Contractor pursuant to the terms of this Contract, including but not limited to reports, memoranda or letters concerning the research and reporting tasks of this Contract.

11. Energy Efficiency

The Contractor shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163) for the State in which the work under this contract is performed.

12. Procurement of Recovered Materials

- (a) In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. The Contractor shall procure items designated in the EPA guidelines that contain the highest percentage of recovered materials practicable unless the Contractor determines that such items: (1) are not reasonably available in a reasonable period of time; (2) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology, if applicable to the item; or (3) are only available at an unreasonable price.
- (b) Paragraph (a) of this clause shall apply to items purchased under this contract where: (1) the Contractor purchases in excess of \$10,000 of the item under this contract; or (2) during the preceding Federal fiscal year, the Contractor: (i) purchased any amount of the items for use under a contract that was funded with Federal appropriations and was with a Federal agency or a State agency or agency of a political subdivision of a State; and (ii) purchased a total of in excess of \$10,000 of the item both under and outside that contract.

13. Training and Employment Opportunities for Residents in the Project Area (Section 3, HUD Act of 1968; 24 CFR 135)

- (a) The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- (b) The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 135 regulations.
- (c) The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the

qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

- (d) The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.
- (e) The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR Part 135.
- (f) Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

14. Labor Standards - Davis-Bacon and Related Acts

(a) Minimum Wages.

(1) All laborers and mechanics employed under this contract in the construction or development of the project(s) involved will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the regular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits in the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein; provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR 5.5(a)(1)(ii) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the Contractor and its subcontractors at the site of the work in

a prominent and accessible place where it can be easily seen by the workers.

- (2) (i) Any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. HUD shall approve an additional classification and wage rate and fringe benefits therefor only when all the following criteria have been met:
 - (a) The work to be performed by the classification requested is not performed by a classification in the wage determination; and
 - (b) The classification is utilized in the area by the construction industry; and
 - (c) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.
- (ii) If the Contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and HUD or its designee agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action shall be sent by HUD or its designee to the Administrator of the Wage and Hour Division, Employee Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary.
- (iii) In the event the Contractor, the laborers or mechanics to be employed in the classification or their representatives, and HUD or its designee do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), HUD or its designee shall refer the questions, including the views of all interested parties and the recommendation of HUD or its designee, to the Administrator of the Wage and Hour Division for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary.
- (iv) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (a)(2)(ii) or (iii) of this clause shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.
- (3) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the Contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.
- (4) If the Contractor does not make payments to a trustee or other third person, the Contractor may consider as part

of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program; *provided*, that the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

- (b) **Withholding of Funds.** HUD or its designee shall, upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the Contractor under this contract or any other Federal contract with the same prime Contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime Contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the Contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working in the construction or development of the project, all or part of the wages required by the contract, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased. HUD or its designee may, after written notice to the Contractor, disburse such amounts withheld for and on account of the Contractor or subcontractor to the respective employees to whom they are due.

(c) **Payrolls and Basic Records.**

- (1) Payrolls and basic records relating thereto shall be maintained by the Contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working in the construction or development of the project. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made, and actual wages paid. Whenever the Secretary of Labor has found, under 29 CFR 5.5(a)(1)(iv), that the wages of any laborer or mechanic include the amount of costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of

the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

- (2) (i) The Contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the Contracting Officer for transmission to HUD or its designee. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under subparagraph (c)(1) of this clause. This information may be submitted in any form desired. Optional Form WH-347 (Federal Stock Number 029-005-00014-1) is available for this purpose and may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. The prime Contractor is responsible for the submission of copies of payrolls by all subcontractors. (Approved by the Office of Management and Budget under OMB Control Number 1214-0149.)
- (ii) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:
- (A) That the payroll for the payroll period contains the information required to be maintained under paragraph (c)(1) of this clause and that such information is correct and complete;
- (B) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR Part 3; and
- (C) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.
- (iii) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirements for submission of the "Statement of Compliance" required by subparagraph (c)(2)(ii) of this clause.
- (iv) The falsification of any of the above certifications may subject the Contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 3729 of Title 31 of the United States Code.
- (3) The Contractor or subcontractor shall make the records required under subparagraph (c)(1) available for inspection, copying, or transcription by authorized representatives of HUD or its designee, the Contracting Officer, or the Department of Labor and shall permit such representatives to interview employees during working hours on the job. If the Contractor or subcontractor fails to submit the required records or to make them available, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

- (d) Apprentices. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S.

Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services (OATELS), or with a State Apprenticeship Agency recognized by OATELS, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by OATELS or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the Contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated in this paragraph, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the Contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator of the Wage and Hour Division determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event OATELS, or a State Apprenticeship Agency recognized by OATELS, withdraws approval of an apprenticeship program, the Contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

- (e) Trainees. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate

specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed in the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate in the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate in the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate in the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the Contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

- (f) Equal Employment Opportunity. The utilization of apprentices, trainees, and journeymen under this clause shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.
- (g) Compliance with Copeland Act Requirements. The Contractor shall comply with the requirements of 29 CFR Part 3, which are hereby incorporated by reference in this contract.
- (h) Contract Termination; Debarment. A breach of the labor standards clauses in this contract may be grounds for termination of the contract and for debarment as a Contractor and a subcontractor as provided in 29 CFR 5.12.
- (i) Compliance with Davis-Bacon and related Act Requirements. All rulings and interpretations of the Davis-Bacon and related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract.
- (j) Disputes Concerning Labor Standards. Disputes arising out of the labor standards provisions of this clause shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the Contractor (or any of its subcontractors) and the PHA, HUD, the U.S. Department of Labor, or the employees or their representatives.
- (k) Certification of Eligibility.
- (1) By entering into this contract, the Contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the Contractor's firm is a person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).
 - (2) No part of this contract shall be subcontracted to any person or firm ineligible for award of a United States Government



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(3) The penalty for making false statements is prescribed in the U. S. Criminal Code, 18 U.S.C. 1001.

- (l) Subcontracts. The Contractor or subcontractor shall insert in any subcontracts all the provisions contained in this clause, and such other clauses as HUD or its designee may by appropriate instructions require, and also a clause requiring the subcontractors to include these provisions in any lower tier subcontracts. The prime Contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all these provisions.
- (m) Non-Federal Prevailing Wage Rates. Any prevailing wage rate (including basic hourly rate and any fringe benefits), determined under State law to be prevailing, with respect to any employee in any trade or position employed under the contract, is inapplicable to the contract and shall not be enforced against the Contractor or any subcontractor, with respect to employees engaged under the contract whenever such non-Federal prevailing wage rate exceeds:
- (i) the applicable wage rate determined by the Secretary of Labor pursuant to the Davis-Bacon Act (40 U.S.C. 3141 et seq.) to be prevailing in the locality with respect to such trade;
 - (ii) an applicable apprentice wage rate based thereon specified in an apprenticeship program registered with the U.S. Department of Labor (DOL) or a DOL-recognized State Apprenticeship Agency; or
 - (iii) an applicable trainee wage rate based thereon specified in a DOL-certified trainee program.



SECTION 3 SPECIFICATIONS CLAUSE (revised 1/22/16 –Compliance Coord,)

The Section 3 information contained in the following pages is to be inserted in its entirety into every solicitation for work or contracts by Housing Authority of the City of El Paso (HACEP), the contractor and sub-contractors. All required forms and the Section 3 Clause are already included along with instructions to all contractors bidding work.

All contractors requiring any sub-contractors **MUST** issue this package and receive these completed **required Section 3 forms** before issuing any contracts:

- Section 3 Business Certification (if applicable)
- Section 3 Action Plan
- Section 3 Self-Certification and Skills Data Form (For Section 3 residents and New hires when applicable)

If the contractor is claiming certification as a 51% Resident Owned Business (ROB) or is certifying as a 30% employer the following form must be returned for all employees that meet the low- or Very low-income requirement

- Section 3 Self-Certification and Skills Data Form

Overview and Instructions for Contractors

HACEP’s Section 3 policy requires that when the **Section 3 regulation is triggered by a need for new hires (whether individual employees, contractors or sub-contractors)**, every effort within the contractor’s disposal must be made to the greatest extent feasible to offer all available employment and contracting opportunities to its residents based on the tiers below. Only when the regulation is triggered by a contractor and they are unable to offer employment or contracting. The contractor may offer employment related training to the Section 3 residents.

I. Tiers for offering all opportunities to Section 3 Residents and Resident Owned Businesses

1. At the site where the work is being performed
2. At any other HACEP owned or managed property
3. Other HUD funded beneficiaries including Section 8 Voucher holders
4. Other low-income people in the HACEP service area

II. What is a Section 3 Business Concern and how do they receive Preference in contract award?

A business that meets these certification definitions must receive Preference in contracting:

1. Is 51% or more owned by Section 3 residents;
 2. Employs Section 3 residents for at least 30% of its full-time, permanent staff; or (**During the entire life of the contract**)
 3. Provides evidence of a commitment to subcontract to Section 3 business concerns, 25% or more of the dollar amount of the awarded contract.
- YOU MUST MAINTAIN THOSE PREFERENCE LEVELS DURING THE ENTIRE CONTRACT OR RISK HAVING THE CONTRACT TERMINATED FOR FAILURE TO COMPLY

III. Other Methods of Compliance

Contractors can provide an array of trainings to Section 3 residents that are employment related, skills enhancing or employment readiness in nature. Here are the methods of achieving compliance through training. Training and other employment opportunities must receive prior approval from HACEP.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

1. Contractor must develop a solid professional curriculum and it must be pre-approved by HACEP.
2. Contractor may identify a person or persons that are qualified to provide the training within their staff.
3. Contractors can partner with other groups that provide the desired training and pay them directly for the service.
4. The contractor can sub-contract the Section 3 compliance training to an outside firm specializing in training and educational programs to Section 3 residents.

IV. All Contracts and All Contractors must meet Section 3 compliance by:

Step 1 Give notice of any and all opportunities for employment and contracting to HACEP residents and other low and very low-income area residents and businesses by posting the position (s) in community sources that are generally available to low income residents and the general-public.

- (1) Local community newspapers
- (2) Widely distributed newspapers
- (3) Company agency website
- (4) HACEP communities and HACEP website
- (5) Upper Rio Grande Workforce Solutions
- (6) Other locations as approved by HACEP

Step 2 Hiring notices should clearly state the requirements for applying and achieving the opportunity and that the position is a "Section 3" covered position under the HUD Act of 1968.

Step 3 Utilize the Section 3 Clause in RFB's, RFP's, RFQ's, etc., contracts and subcontracts.

Step 4 Hold informational meetings when possible prior to requesting bids or taking applications so the residents or businesses are encouraged to apply for the employment or contracting.

Step 5 Provide preference in hiring and contracting to Section 3 applicants and contractors when all factors are equal for the opportunity, including price and salary requests.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

Section 3 Clause

Training and Employment Opportunities for Residents in the Project Area (Section 3, HUD Act of 1968; 24 CFR 135)

(a) The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

(b) The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 135 regulations.

(c) The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of Section 3 apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

(d) The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.

(e) The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR Part 135.

(f) Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.



Public Housing Authority Required Submittal Section 3 Certification and Action Plan

Name of Business _____

Address of Business _____

Type of Business (Check One): Corporation Partnership Sole Proprietorship Other

Contract/Solicitation Name or Number: _____

All firms and individuals intending to do business with RECIPIENT and contractors MUST complete and submit this Action Plan and submit it with the bid, offer, or proposal. **Any solicitation response that does not include this document (completed and signed) will be considered non-responsive and not eligible for award.**

I am Certifying as a Section 3 Concern and requesting Preference accordingly (Select only One Option):

51% Resident Owned
A business claiming status as a Section 3 Resident-Owned Business Concern (ROB) entity:
Initial here to select this option _____
Provide Certification for Section 3 Residents and proof that they own a minimum 51% of the business

25% Sub-Contracting
A business claiming Section 3 status by subcontracting 25% of the dollar award to qualified Section 3 Business:
Initial here to select this option _____
Provide a list of intended subcontract Section 3 business (es) with amount
Provide certification & all supporting documentation for each planned Section 3 Business Concern

IMPORTANT NOTICE: Preference must be maintained for the entire contract or the contract will be in non-compliance and at risk of termination.

30% Employer of Section 3 Residents Currently or New Hires
Section 3 status, because at least 30% of the existing or newly hired workforce for this specific contract will be Section 3 residents throughout the entire contract period. If a Prime or General Contractor is electing this option, the 30% employment requirement will be for the entire project including all the sub-contractors employees.
Initial here to select this option _____
I anticipate my total number of employees for this contract to be ____ and ____ will be qualified Section 3.
Check all methods you will employ to secure Section 3 Residents/Persons. Posting the position in community sources that are generally available to low income residents and the general public is a standard requirement. Check at least three (3) methods you will employ

- The local community newspaper
- Widely distributed newspaper
- Company or agency website
- HACEP communities and HACEP website
- Upper Rio Grande Workforce Solutions
- Other locations as approved by HACEP

Other: _____



IF CONTRACTOR DOES NOT ANTICIPATE TRIGGERING THE REGULATION, CHECK BOTH BOXES.

I do not anticipate any new employees on this contract.

I do not anticipate any new contracting on this contract.

I am certifying that I have complied with the HUD Section 3 Regulations in my past contracts **when required** by the recipient, contractor by employing the following:

<p>1. I was a Section 3 Resident-Owned Business (ROB). List the Contracts and HUD Funded Entity and Contact:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>2. I complied with Section 3 by employing at least 30% of my workforce. List the Contracts and HUD Funded Entity and Contact:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>3. I complied with Section 3 by subcontracting 25% of the total dollar award to a qualified Section 3 Business. List the Contracts and HUD Funded Entity and Contact:</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>4. I complied with Section 3 on a previous HUD funded contract by doing these things and with these entities: Describe:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>5. I completed HUD Section 3 covered contracts in the past three years but was not required to meet compliance.</p> <p>Check the box of the corresponding reason below.</p> <p><input type="checkbox"/> I did not trigger the regulation by hiring any new employees on my Previous contract(s) in violation of the Section 3 regulation.</p> <p><input type="checkbox"/> I did not trigger the regulation by hiring any contractors on previous, contract(s) in violation of the Section 3 regulation.</p>	

6. I certify that I have not performed previous Section 3 covered contracts

Signature

Print Name

Date



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

SECTION 3 SELF-CERTIFICATION AND SKILLS DATA FORM

Certification for Section 3 Residents or other Low-Income Persons Seeking Employment, Training or Contracting

Eligibility for Preference

A Section 3 resident seeking the preference in training and employment provided by this part shall certify, or submit evidence to the recipient contractor or subcontractor, if requested, that the person is a Section 3 resident, as defined in Section 135.5. (An example of evidence of eligibility for the preference is evidence of receipt of public assistance, or evidence of participation in a public assistance program).

I, _____, am legal resident of the United States and meet the income eligibility and federal guidelines for a Section 3 Resident as defined on the next page.

My home address is:

Must be a Street address not a P O Box #	Apt Number
City	State
Zip	Home #
	Cell #

I have attached the following documentation as evidence of my status:

____ Copy of lease	____ Copy of recipient of public assistance
____ Copy of Evidence of Participation In a public assistance program	____ other evidence: _____

Graduated High School or GED (month/year) _____ I Read and Speak English Fluently Yes or No

Attended College, Trade, or Technical School ___ Yes/No Graduated ___ Yes/No Year Graduated _____

Check the Skills, Trades, and/or Professions you have been employed in or contracted to do for others:

<input type="checkbox"/> Drywall Hanging	<input type="checkbox"/> Drywall Finishing	<input type="checkbox"/> Interior Painting	<input type="checkbox"/> Framing
<input type="checkbox"/> HVAC	<input type="checkbox"/> Electrical	<input type="checkbox"/> Interior Plumbing	<input type="checkbox"/> Exterior Plumbing
<input type="checkbox"/> Siding	<input type="checkbox"/> Cabinet Hanging	<input type="checkbox"/> Door Replacement	<input type="checkbox"/> Trim/Carpentry
<input type="checkbox"/> Stucco	<input type="checkbox"/> Window/Door Repl.	<input type="checkbox"/> Construction Cleaning	<input type="checkbox"/> Exterior Framing



Housing Authority of the City of El Paso

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

- Data Entry Receptionist Sales Telephone Customer Service
- Administrative Teaching/Training Personal Care Aid Landscaping
- CDL License Roofing Concrete/Asphalt Work Heavy Equipment Operator
- Fencing Metal/Steel Work Welding Other _____

Continued in other page

I am certifying as a Section 3: **Person seeking Training** or **Person seeking employment**

(Check all that apply):

- I am a public housing leaseholder**
- I am a Section 8 leaseholder**
- I live in the service area of the Authority (El Paso, TX)**

My total annual household income is \$_____ There are a total of _____ people living in my household

I certify that all of the information given above is true and correct. If found to be inaccurate, I understand that I may be disqualified as an applicant and/or a certified Section 3 individual which may be grounds for termination of training, employment, or contracts that resulted from this certification. I attest under penalty of perjury that my total household income annually, based on my total household size as listed above is at or below the income amount for that specific size at the time of this document is being signed. I understand that proof of this statement may be requested in the future.

Signature

Print Name

Date



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

FY 2019 INCOME LIMITS

El Paso, TX

FY 2019 Income Limit Area	Median Income	FY 2019 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
El Paso County	\$50,300	Very Low (50%) Income Limits	\$20,550	\$23,500	\$26,450	\$29,350	\$31,700	\$34,050	\$36,400	\$38,750
		Extremely Low (30%) Income Limits	\$12,490	\$16,910	\$21,330	\$25,750	\$30,170	\$34,050	\$36,400	\$38,750
		Low (80%) Income Limits	\$32,900	\$37,600	\$42,300	\$46,950	\$50,750	\$54,500	\$58,250	\$62,000



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

As part of the Housing and Urban Development's (HUD) Section III initiative for providing employment opportunities for public housing residents, the Engineer will identify construction labor opportunities that may be performed by skilled and unskilled residents.

All Section 3 covered contracts shall include the following clause (referred to as the Section 3 Clause):

- A. The work to be performed under this Contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance of HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons, who are recipients of HUD assistance for housing.

The parties to this Contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement Section 3. As evidenced by their execution of this Contract, the parties to this Contract certify that they are under no contractual or other impediment that would prevent them from complying with part 135 regulations.

- B. The Contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 Clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 reference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and anticipated date the work shall begin.
- C. The Contractor agrees to include this Section 3 Clause in every subcontract subject to compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 Clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The Contractor will not subcontract with any subcontractor where the Contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.
- D. The Contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the Contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR Part 135.
- E. Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this Contract for default, and debarment or suspension from HUD assisted contracts.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

PREFERENCE FOR SECTION 3 BUSINESS CONCERNS IN CONTRACTING OPPORTUNITIES:

Order of providing preference:

Contractor and subcontractor shall direct their efforts to award Section 3 covered contracts, to the greatest extent feasible, to Section 3 business concerns in the following order of priority:

1. Public and Indian housing programs. In public and Indian housing programs, efforts shall be directed to award contracts to Section 3 business concerns in the following order of priority:
 - a. Business concerns that are 51% percent or more owned by residents of the housing development or developments for which the Section 3 covered assistance is expended, or whose full-time, permanent workforce includes 30% percent of these persons as employees (category 1 businesses);
 - b. Business concerns that are 51% percent or more owned by residents of other housing developments or developments managed by the HA that is expending the Section 3 covered assistance, or whose full-time, permanent workforce includes 30% percent of these persons as employees (category 2 businesses); or
 - c. HUD Youth build programs being carried out in the metropolitan area (or Non- metropolitan county) in which the Section 3 covered assistance is expended (category 3 businesses).
 - d. Business concerns that are 51% percent or more owned by Section 3 residents, or whose permanent, full-time workforce includes no less than 30% percent Section 3 residents (category 4 businesses), or that subcontract in excess of 25% percent of the total amount of subcontracts to Section 3 business concerns.

Housing and community development programs. In housing and community development programs, priority considerations shall be given, where feasible, to:

- a. Section 3 business concerns that provide economic opportunities for Section 3 residents in the service area or neighborhood in which the Section 3 covered project is located (category 1 businesses); and
- b. Applicants (as this term is defined in 42 U.S.C. 12899) selected to carry out HUD Youth build programs (category 2 businesses);
- c. Other Section 3 business concerns.

Eligibility to preference.

A business concern seeking to qualify for a Section 3 contracting preference shall certify or submit evidence, if requested, that the business concern is a Section 3 business concern as defined in Sec. 135.5.

Ability to complete contract. A section 3 business concern seeking a contract or a subcontract shall submit evidence to the Contractor, or subcontractor (as applicable), if requested, sufficient to demonstrate to the satisfaction of the party awarding the contract that the business concern is responsible and has the ability to perform successfully under



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

the terms and conditions of the proposed contract. (The ability to perform successfully under the terms and conditions of the proposed contract is required of all Contractors and subcontractors subject to the procurement standards of 24 CFR 85.36 (see 24 CFR 85.36 (b)(8)). This regulation requires consideration of, among other factors, the potential Contractor's record in complying with public policy requirements. Section 3 compliance is a matter properly considered as part of this determination.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

PART III

DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

SECTION E

LIST OF ATTACHMENTS



**FORM OF NON-COLLUSIVE AFFIDAVIT
PRIME OFFEROR**

State of Texas
County of El Paso

_____, being first duly sworn, deposes and says:

That he is _____ (state whether a partner or officer of the firm, corp., etc.) of the party making the foregoing proposal and attests to the following:

1. That affiant employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the affiant whose services in securing the public contract were in the regular course of their duties for affiant; and
2. That no part of the contract price received by affiant was paid or will be paid to any person, corporation, firm, association, or other than the payment of their normal compensation to persons regularly employed by the affiant whose service in connection with the project were in the regular course of their duties for affiant.
3. That such proposal is genuine and not collusive or sham; that said offeror has not colluded, conspired, connived, or agreed, directly or indirectly, with any offeror or person, to put in a sham offer or to refrain from submitting an offer and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix to any overhead profit or cost element of said price, or of that of any other offeror, or to secure any advantage against the Housing Authority of the City of El Paso, Texas, or any person interested in the proposed contract, and that all statements in said proposal are true.

: _____
Signature of Offeror if Offeror
is an individual

: Signatures of all partners if
Offer is a partnership

: Signature of Corporate Principal if Offeror is
a corporation

Subscribed and sworn to before me

This _____ day of _____, 20 _____.

My Commission expires _____, 20 _____.



**CERTIFICATION OF
EQUAL EMPLOYMENT OPPORTUNITY
AGREEMENT**

I _____
(Official's Name) (Title)

of the _____ do hereby certify that I have read and
understand the EEO requirements throughout the life of this contract.

Attachment of this executed form, as such, is required to complete a valid
bid/proposal.

For Project: _____

Job to be Performed: _____

Official's Signature

Date



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

FEDERAL LABOR STANDARDS CERTIFICATION

I, _____, the Offeror, certify that I and all subcontractors involved in the proposed contract will comply with Federal Labor Standards and prevailing wage rates.

Signature of Offeror if Offeror is an individual
Signature of all partners of Offeror is a partnership

Company

Date



AGREEMENT TO CONTRACT ELECTRONICALLY

PARTIES:

1. The parties to this agreement are the Housing Authority of the City of El Paso (HACEP) with its principals place of business at 5300 E. Paisano Dr. El Paso, Texas 79905 and _____, (herein known as "Contractor") a corporation/other with its principal place of business at _____ (address).

METHOD OF CONTRACTING:

2. The parties intend to enter into a contact that will be completed electronically. The parties agree that their communications will consist of emails and other communication methods as appropriate.

The following hardware and software are needed to allow these transactions:

RECEIPIENT (SIGNER) REQUIREMENTS

Operations Systems: Windows XP, Windows Vista, Windows 7; Mac OS X

Browsers: Final release versions of Internet Explorer 7.0 or above (Windows only); Mozilla Firefox 3.0 or Mobile Signing: Apple iOS 4.0 or above. Android 2.2 or above.

PDF Reader: Acrobat® or similar software may be required to view and print PDF files.

Screen Resolution: 1024 X 768 minimum.

Enabled Security Settings: Allow per session cookies.

SECURITY:

3. In order to ensure the security of the transaction(s), the following procedures will be employed: the contract and subsequent contract modifications will be signed with the digital signature of a company representative that will be encrypted to bank grade security. DocuSign will be the company website retained to process electronic signatures on the above-mentioned documents. Documents stored in DocuSign's ISO 27001 and SSAE 16 data centers are encrypted with the AES-256 standard and use 256-bit SSL document transmission. Further information regarding DocuSign's security can be found at <https://www.docusign.com/how-it-works/security>.

REVOCAATION:

4. The parties acknowledge that the signing of this agreement binds them to conduct the transaction that is the subject of the agreement electronically, but that they are not bound to use electronic means in connection with any future transactions.

Contractor

Gerald Cichon
Chief Executive Officer



STATEMENT OF OFFEROR'S QUALIFICATIONS

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. If necessary, questions may be answered on separate attached sheets. The Offeror may submit any additional information he/she desires.

1. Name of Firm (Legal Name)

a. Name of President:

2. Permanent main office address. Including city, state and zip code, main phone number.

3. When organized (year).

4. If a Corporation, where incorporated.

5. The offeror represents that the following persons are authorized to negotiate on its behalf with the PHA in connection with this request for proposals: (list names, titles, and telephone numbers of the authorized negotiators):

Name: _____

Title: _____

Telephone Number: _____

Email: _____



(Please attach sheets if more than one person is authorized to negotiate on the firm's behalf)

5. How many years have you been engaged in practice under your present firm name?

6. Contracts on hand: (schedule this showing gross amount of each contract and the appropriate anticipated dates of completion.)

7. General character of work performed by your company.

8. Have you ever failed to complete any work awarded to you? If so, where why? (Be specific and attach separate sheets if needed)

9. Have you ever defaulted on a contract? If so, where and why? (Be specific, attach separate sheet if needed.)

10. List the more important contracts recently completed by you, stating approximate gross cost for each, and the month and year completed.



11. List your major areas of expertise and resources available for this contract.

12. Experience in this type of work similar in size to this project.

13. Background and experience of the President, principal members of your organization and officers. (Attach separate sheets.)

14. Please attach a letter from your bank (on bank letterhead) referencing the following information: Is your account in good standing? What year was the account established? What is the account balance (\$50,000 can be expressed as mid-five figures)?

15. Attach letters of reference from (3) firms that do business with your company, (strictly those firms who have awarded contracts to your company).

16. Will you, upon request, fill out a detailed financial statement and furnish any other information that may be required by the Housing Authority of the City of El Paso, Texas?

YES

NO

- a. Have you ever been a party to or otherwise involved in any action or legal proceeding involving matters related to race, color, nationality, sex, disability, age or religion? If so, give full details. (Attach separate sheets.)

- b. Have you ever been accused of discrimination based upon race, color, nationality, sex, disability, age, or religion in any action or legal proceeding including any



proceeding related to any Federal Agency? If so, give full details. (Attach separate sheets.)

17. Do you provide safety training for your employees? _____ Please attach details.

18. The undersigned hereby authorized and request any person, firm or corporation to furnish any information requested by the Housing Authority of the City of El Paso, Texas in verification of the recitals comprising this Statement of Offeror's Qualifications.

Date _____ this _____ day of _____, 20 _____.

(Name of Offeror)

By: _____

Title: _____

State of _____)

City/County of _____)
ss

_____ Being duly sworn,
deposes

and says that he/she is the _____ of

_____ and that the answers to the foregoing
questions and all statements therein contained are true and correct.

Subscribed and sworn to before me this _____ day of _____, 20 _____.

(Notary Public)

My Commission Expires _____.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

Certification Regarding Debarment and Suspension

U.S. Department of Housing and Urban Development

Certification A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief that its principals;

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency;

b. Have not within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

d. Have not within a three-year period preceding this application/ proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Certification (A)

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the

department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of these regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification

Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines this eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph (6) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.



Certification B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Certification (B)

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of these regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a lower covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies including suspension and/or debarment.

Applicant	Date
Signature of Authorized Certifying Official	Title



Housing Authority of the City of El Paso

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

<input type="checkbox"/> 1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance		<input type="checkbox"/> 2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award		<input type="checkbox"/> 3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____	
4. Name and Address of Reporting Entity: Prime Sub-awardee Tier _____, <i>if known</i> : Congressional District, <i>if known</i> :			5. If Reporting Entity in No. 4 is a Sub-awardee, Enter Name and Address of Prime: Congressional District, <i>if known</i> :		
6. Federal Department/Agency:			7. Federal Program Name/Description: CFDA Number, <i>if applicable</i> : _____		
8. Federal Action Number, if known :			9. Award Amount, if known : \$ _____		
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>			b. Individuals Performing Services <i>(including address if different from No. 10a) (last name, first name, MI):</i>		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____		
Federal Use Only:				Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	



INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether sub awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub award recipient. Identify the tier of the sub awardee, e.g., the first sub awardee of the prime is the 1st tier. Sub awards include but are not limited to subcontracts, sub grants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Sub awardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

Bond Number _____

TEXAS STATUTORY PERFORMANCE BOND

(Penalty of This Bond must be 100% of Contract Amount)

Public Work - State of Texas

STATE OF TEXAS
COUNTY OF EL PASO

KNOW ALL MEN BY THESE PRESENTS:

That _____, a _____ of _____,
hereinafter called the Principal, and _____,

a corporation organized and existing under the laws of the State of _____, and
whose principal office is located in the City of _____, and
duly authorized to do business in the State of Texas, hereinafter called the Surety, are held and firmly bound into

THE HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS, hereinafter called Owner, in the penal sum of _____
DOLLARS (\$ _____) in
lawful money of the United States, to be paid in EL PASO COUNTY, TEXAS for the payment of which sum well and truly to
be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.
Whereas, the Principal entered into a certain contract with the Owner, dated the _____
of _____, 20____, a copy of which is hereto attached and made a part hereof, for
_____, herein called the "work".

NOW THEREFORE, THE CONDITIONS OF THIS OBLIGATION IS SUCH that if the Principal shall faithfully perform the
work in accordance with plans, specifications and contract documents then this obligation shall be void: otherwise to remain in full
force and effect.

PROVIDED HOWEVER, that this bond is executed pursuant to the provisions of Chapter 2253 of the Texas Government Code,
and all liabilities on this bond shall be determined in accordance with the provisions thereof to the same extent as if copied at length
herein.

PROVIDED FURTHER, that if any legal action to be filed upon this bond, venue shall lie in EL PASO COUNTY, State of Texas,
and that the Surety, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the
terms of the contract or to the work to be performed thereunder or the plans, specifications or drawings accompanying the same
shall in anywise affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration
or addition to the terms of the contract or to the work to be performed thereunder.



Housing Authority of the City of El Paso

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

IN WITNESS WHEREOF, this instrument is executed in six counterparts, each one of which shall be deemed an original, this the _____ day of _____, A.D. 2008.

Attested:

(Address)

Principal

By _____

(Principal) Secretary

(Address)

NOTE: If Contractor is Partnership, all partners should execute bond.

PAYMENT BOND

Public Work - State of Texas

KNOW ALL MEN BY THESE PRESENTS:

That _____ of the City of _____, County
of _____, and State of _____, hereinafter called Principal, and

_____ ,
authorized under the laws of the State of Texas to act as surety on bonds for Principals, hereinafter called the Surety, are held and firmly
bound unto THE HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS, hereinafter called the Owner, in the penal sum of

_____ DOLLARS

\$ _____) in lawful money of the United States, to be paid in EL PASO COUNTY, TEXAS for the payment
whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors,

successors, jointly and severally, firmly by these presents.

WHEREAS, the Principal entered into a certain contract with the Owner, dated the _____ day of
_____, 20 _____, for _____

_____, to which the contract is hereby referred to and made a part hereof as
fully and to the same extent as if copied at length, herein called the Work.

NOW THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH that if the said Principal shall pay all claimants
supplying labor and material to him or a subcontractor in the prosecution of the Work provided for in said contract, then this obligation
shall be null and void: otherwise it shall remain in full force and effect.

PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions of Chapter 2253 of the Texas Government
Code, and all liabilities on this bond shall be determined in accordance with the provision of said Chapter to the same extent as if it
were copied at length herein.

PROVIDED FURTHER, that if any legal action be filed upon this bond, venue shall lie in EL PASO COUNTY, State of Texas,
and that Surety, for the value received, stipulates and agrees that no change, extension of time, alteration or addition to the terms of the
contract, or to the work to be performed thereunder, or the plans, specifications or drawings accompanying the same, shall in anywise
affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the
terms of the contract or to the work to be performed thereunder.



MASTERS.NEW\PAYBOND.FRM L-1

PROVIDED FURTHER, that no final settlement between the Owner and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in six counterparts, each one of which shall be deemed an original, this the _____ day of _____, 20__

Attested:

(Principal) Secretary

Principal

By _____

Witness as to Principal

(Address)

Surety
Attested:

By _____

(Address)

(SEAL)

Witness as to Surety

(Address)

Note: If Contractor is Partnership, all partners should execute Bond.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

General Decision Number: TX190036 01/04/2019 TX36 Superseded General Decision Number: TX20180053

State: Texas

Construction Type: Residential

County: El Paso County in Texas.

RESIDENTIAL CONSTRUCTION PROJECTS (consisting of single family homes and apartments up to and including 4 stories.)

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.60 for calendar year 2019 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.60 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2019. If this contract is covered by the EO and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must pay workers in that classification at least the wage rate determined through the conformance process set forth in 29 CFR 5.5(a)(1)(ii) (or the EO minimum wage rate, if it is higher than the conformed wage rate). The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2) - (60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number Publication Date

0 01/04/2019

* SUTX1981-001 05/01/1981

	Rates	Fringes
BRICKLAYER.....	\$ 7.25	
CARPENTER.....	\$ 7.25	
CEMENT MASON/CONCRETE FINISHER...	\$ 7.25	



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

ELECTRICIAN.....	\$ 7.25
FLOOR LAYER: CARPET (SOFT)	
FLOOR.....	\$ 7.34
GLAZIER.....	\$ 7.25
Insulation Installer.....	\$ 7.25
IRONWORKER.....	\$ 7.25
Laborers:	
Ashpalt Rakers.....	\$ 7.25
Mason Tenders.....	\$ 7.25
Unskilled.....	\$ 7.25
LATHER.....	\$ 7.25
Painters:	
Brush.....	\$ 7.25
Spray.....	\$ 7.25
PLASTERER.....	\$ 7.25
Plumbers and Pipefitters.....	\$ 7.25
Power equipment operators:	
Backhoes.....	\$ 7.25
Forklifts; Front End	
Loaders.....	\$ 7.25
Graders.....	\$ 7.25
Rockmason (FENCE).....	\$ 7.25
ROOFER, Including Built Up, Composition and Single Ply Roofs.....	\$ 7.25
Sheet metal worker.....	\$ 7.25
Taper.....	\$ 7.25
TILE SETTER.....	\$ 8.00



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers



Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

=====

END OF GENERAL DECISION



**Housing Authority
of the City of El Paso**

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

PART IV

REPRESENTATIONS AND

INSTRUCTIONS



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

SECTION F

REQUIRED CERTIFICATIONS



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

Certifications and Representations of Offerors

U.S. Department of Housing and Urban Development

OMB Approval No: 2577-0180 (Gxp. 7130/96)

Office of Public and Indian Housing

Non-Construction Contract

Public reporting burden for this collection of information is estimated to average 0.08 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspects of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0180), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. @ 20410-3600@

Do not send this form to the above address.

1. Contingent Fee Representation and Agreement

(a) The bidder/offeror represents and certifies as part of its bid/offer that, except for full-time bona fide employees working solely for the bidder/offeror, the bidder/offeror:

- (1) has, has not employed or retained any person or company to solicit or obtain this contract; and
- (2) has, has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) If the answer to either (a)(1) or (a) (2) above is affirmative, the bidder/offeror shall make an immediate and full written disclosure to the PHA Contracting Officer.

(c) Any misrepresentation by the bidder/offeror shall give the PHA the right to (1) terminate the resultant contract; (2) at its discretion, to deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

definition, minority group members are:

(Check the block applicable to you)

2. Small, Minority, Women-Owned Business Concern Representation

The bidder/offeror represents and certifies as part of its bid/ offer that it:

- (a) is, is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 12.1.
- (b) is, is not a women-owned small business concern. "Women-owned," as used in this provision, means a small business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.
- (c) is, is not a minority enterprise which, pursuant to Executive Order 1 1625, is defined as a business which is at least 51 percent owned by one or more minority group members or, in the case of a publicly owned business, at least 51 per cent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals. For the purpose of this



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

3. Certificate of Independent Price Determination

- (a) The bidder/offeror certifies that-
 - (1) The prices in this bid/offer have been arrived at independently, without, for the purpose of restricting competition. any consultation, communication, or agreement with any other bidder/offeror or competitor relating to (i) those prices, (ii) the intention to submit a bid/offer, or (iii) the methods or factors used to calculate the prices offered-
 - (2) The prices in this bid/offer have not been and will not be knowingly disclosed by the bidder/offeror, directly or indirectly, to any other bidder/offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
 - (3) No attempt has been made or will be made by the bidder/offeror to induce any other concern to submit or not to submit a bid/offer for the purpose of restricting competition.
- (b) Each signature on the bid/offer is considered to be a certification by the signatory that the signatory:
 - (1) Is the person in the bidder/offeror's organization responsible for determining the prices being offered in this bid or proposal,
 - Black Americans
 - Asian Pacific Americans
 - Hispanic Americans
 - Asian Indian Americans
 - Native Americans
 - Hasidic Jewish Americans

- and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
- (2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above (insert full name of person(s) in the bidder/offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder/offeror's organization);
 - (ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and
 - (iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.
- (c) If the bidder/offeror deletes or modifies subparagraph (a)2 above, the bidder/offeror must furnish with its bid/offer a signed statement setting forth in detail the circumstances of the disclosure.

4. Organizational Conflicts of Interest Certification

- (a) The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, it does not have any organizational conflict of interest which is defined as a situation in which the nature of work under a proposed contract and a prospective contractor's organizational, financial, contractual



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

or other interest are such that:

- (i) Award of the contract may result in an unfair competitive advantage;
 - (ii) The Contractor's objectivity in performing the contract work may be impaired; or
 - (iii) That the Contractor has disclosed all relevant information and requested the HA to make a determination with respect to this Contract.
- (b) The Contractor agrees that if after award he or she discovers an organizational conflict of interest with respect to this contract, he or she shall make an immediate and full disclosure in writing to the HA which shall include a description of the action which the Contractor has taken or intends to eliminate or neutralize the conflict. The HA may, however, terminate the Contract for the convenience of HA if it would be in the best interest of HA.
- (c) In the event the Contractor was aware of an organizational conflict of interest before the award of this Contract and intentionally did not disclose the conflict to the HA, the HA may terminate the Contract for default.
- (d) The Contractor shall require a disclosure or representation from subcontractors and consultants who may be in a position to influence the advice or assistance rendered to the HA and shall include any necessary provisions to eliminate or neutralize conflicts of interest in consultant agreements or subcontracts involving performance or work under this Contract. -

5. Authorized Negotiators (RFPs only)

The offeror represents that the following persons are authorized to negotiate on its behalf with the PHA in connection with this request for proposals: (list names, titles, and telephone numbers of the authorized negotiators):

6. Conflict of interest

In the absence of any actual or apparent conflict, the offeror, by submission of a proposal, hereby warrants that to the best of its knowledge and belief, no actual or apparent conflict of interest exists with regard to any possible performance of this procurement, as described in the clause in this solicitation titled "Organizational Conflict of Interest."

7. Offeror's Signature

The offeror hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

Signature & Date:

Typed or Printed Name:

Title:



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

SECTION G

INSTRUCTIONS TO OFFERORS



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

Instructions to Offerors Non-Construction

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing- 03291 -

1. Preparation of Offers

- (a) Offerors are expected to examine the statement of work, the proposed contract terms and conditions, and all instructions. Failure to do so will be at the offeror's risk.
- (b) Each offeror shall furnish the information required by the solicitation. The offeror shall sign the offer and print or type its name on the cover sheet and each continuation sheet on which it makes an entry. Erasures or other changes must be initialed by the person signing the offer. Offers signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the HA.
- (c) Offers for services other than those specified will not be considered.

2. Submission of Offers

- (a) Offers and modifications thereof shall be submitted in sealed envelopes or packages (1) addressed to the office specified in the solicitation, and (2) showing the time specified for receipt, the solicitation number, and the name and address of the offeror.
- (b) Telegraphic offers will not be considered unless authorized by the solicitation; however, offers may be modified by written or telegraphic notice.
- (c) Facsimile offers, modifications or withdrawals will not be considered unless authorized by the solicitation.

3. Amendments to Solicitations

- (a) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.
- (b) Offerors shall acknowledge receipt of any amendments to this solicitation by
 - (1) Signing and returning the amendment;
 - (2) identifying the amendment number and date in the space provided for this purpose on the form for submitting an offer,
 - (3) letter or telegram, or
 - (4) facsimile, if facsimile offers are authorized in the solicitation. The HA/ HUD must receive the acknowledgment by the time specified for receipt of offers.

4. Explanation to Prospective Offerors

Any prospective offeror desiring an explanation or interpretation of the solicitation, statement of work, etc., must request it in writing soon enough to allow a reply to reach all prospective offers before the submission of their offers. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offers as an amendment of the solicitation, if that information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offerors.

5. Responsibility of Prospective Contractor

- (a) The HA shall award a contract only to a responsible prospective contractor who is able to perform successfully under the terms and conditions of the proposed contract. To be determined responsible, a prospective contractor must -
 - (1) Have adequate financial resources to perform the contract, or the ability to obtain them;

- (2) Have a satisfactory performance record;
- (3) Have a satisfactory record of integrity and business ethics;
- (4) Have a satisfactory record of compliance with public policy (e.g., Equal Employment Opportunity); and
- (5) Not have been suspended, debarred, or otherwise determined to be ineligible for award of contracts by the Department of Housing and Urban Development or any other agency of the U.S. Government. Current lists of ineligible contractors are available for inspection at the HA/ HUD.

(b) Before an offer is considered for award, the offeror may be requested by the HA to submit a statement or other documentation regarding any of the foregoing requirements. Failure by the offeror to provide such additional information may render the offeror ineligible for award.

6. Late Submissions, Modifications, and Withdrawal of Offers

- (a) Any offer received at the place designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made and it -
 - (1) Was sent by registered or certified mail not later than the fifth calendar day before the date specified for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th);
 - (2) Was sent by mail, or if authorized by the solicitation was sent by telegram or via facsimile, and it is determined by the HA/ HUD that the late receipt was due solely to mishandling by the HA/ HUD after receipt at the HA;
 - (3) Was sent by U.S. Postal Service Express Mail Next Day Service - Post Office to Addressee, not later than 5:00 p.m. at the place of mailing two working days prior to the date specified for receipt of proposals. The term "working days" excludes weekends and U.S. Federal holidays; or
 - (4) Is the only offer received.

(b) Any modification of an offer, except a modification resulting from the HA's request for "best and final" offer (if this solicitation is a request for proposals), is subject to the same conditions as in subparagraph (a)(1), (2), and (3) of this provision.

(c) A modification resulting from the HA's request for "best and final" offer received after the time and date specified in the request will not be considered unless received before award and the late receipt is due, solely to mishandling by the HA after receipt at the HA.

(d) The only acceptable evidence to establish the date of mailing of late offer, modification, or withdrawal sent either by registered or certified mail is the U.S. or Canadian Postal Service postmark both on the envelope or wrapper and on the original receipt from the U.S. or Canadian Postal Service. Both postmarks must show a legible date or the offer, modification, or withdrawal shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise place impression (exclusive of a postage meter machine impression) that readily identifiable without further action as having been supplied and fixed by employees



Housing Authority of the City of El Paso

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

of the U.S. or Canadian Postal Service on the date of mailing. Therefore, offerors should request the postal clerk place a hand Cancellation bull's-eye postmark on both the receipt and the envelope or wrapper.

time/date stamp of HA on the offer wrapper or other documentary evidence of receipt maintained by the HA.

(e) The only acceptable evidence to establish the time of receipt at the HA is the

Form HUD-5369-B (8/9)

Previous edition is obsolete

page 1 of 2

ref. Handbook 7460



Housing Authority of the City of El Paso

RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

(f) The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent by Express Mail Next Day Service- Post Office to Addressee is the date entered by the post office receiving clerk on the "Express Mail Next Day Service-Post Office to Addressee" label and the postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. "Postmark" has the same meaning as defined in paragraph (c) of this provision, excluding postmarks of the Canadian Postal Service. Therefore, offerors should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and the envelope or wrapper.

(g) Notwithstanding paragraph (a) of his provision, a late modification of an otherwise successful offer that makes its terms more favorable to the HA will be considered at any time it is received and may be accepted.

(h) If this solicitation is a request for proposals, proposals may be withdrawn by written notice, or if authorized by this solicitation, by telegram (including mailgram) or facsimile machine transmission received at any time before award. Proposals may be withdrawn in person by an offeror or its authorized representative if the identity of the person requesting withdrawal is established and the person signs a receipt for the offer before award. If this solicitation is an invitation for bids, bids may be withdrawn at any time prior to bid opening.

7. Contract Award

(a) The HA will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the HA, cost or price and other factors, specified elsewhere in this solicitation, considered.

(b) The HA may

- (1) Reject any or all offers if such action is in the HA's interest,
- (2) accept other than the lowest offer,
- (3) waive informalities and minor irregularities in offers received, and
- (4) award more than one contract for all or part of the requirements stated.

(c) If this solicitation is a request for proposals, the HA may award a contract on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the offeror's best terms from a cost or price and technical standpoint.

(d) A written award or acceptance of offer mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer shall result in a binding contract without further action by either party. If this solicitation is a request for proposals, before the offer's specified expiration time, the HA may accept an offer, whether or not there are negotiations after its receipt, unless a written, notice of withdrawal is received before award. Negotiations conducted after receipt of an offer do not constitute a rejection or counteroffer by the HA.

(e) Neither financial data submitted with an offer, nor representations concerning facilities or financing, will form a part of the resulting contract.

8. Service of Protest

Any protest against the award of a contract pursuant to this solicitation shall be served on the HA by obtaining written and dated acknowledgement of receipt from the HA at the address shown on the cover of this solicitation. The determination of the HA with regard to such protest or to proceed to award notwithstanding such protest shall be final unless appealed by the protestor.

9. Offer Submission

Offers shall be submitted as follows and shall be enclosed in a sealed envelope and addressed to the office specified in the solicitation. The proposal shall show the hour and date specified in the solicitation for receipt, the solicitation number, and the name and address of the offeror, on the face of the envelope.

It is very important that the offer be properly identified on the face of the envelope as set forth above in order to insure that the date and time of receipt is stamped on the face of the offer envelope. Receiving procedures are: date and time stamp those envelopes identified as proposals and deliver them immediately to the appropriate contracting official, and only date stamp those envelopes which do not contain identification of the contents and deliver them to the appropriate procuring activity only through the routine mail delivery procedure.



PART IV – REPRESENTATIONS AND

INSTRUCTIONS SECTION G

INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

G-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE

<u>FAR NO.</u>	<u>PROVISION TITLE</u>	<u>DATE</u>
52.215-1	Instructions to Offerors – Competitive Acquisition	OCT 1987
52.216-1	Type of Contract	APR 1984
G-2	All proposals must be mailed or delivered to: Housing Authority of the City of El Paso, Texas 5300 E. Paisano Dr. El Paso, Texas 79905	

NOTE: It is the vendor’s sole responsibility to see that his/her proposal is received at the proper place on time.

G-3 If any prospective vendor is in doubt as to the true meaning of any portion of the proposal documents or requires any additional information to prepare his/her proposal response, he/she shall contact, in writing, to the Contracts Division at the above referenced address no later than 7 days before the closing date of the solicitation.

G-4 Proposals shall be dated with each page numbered and displaying the offeror’s identification. Signatures required shall be in longhand and by those authorized to execute an eventual contract.

G-5 No oral, telegraphic, or telephonic proposals or modifications will be considered.

G-6 The completed proposal shall answer all questions on a point-by-point basis in a concise manner, avoiding ambiguous statements and shall be without interlineations, alterations, and erasures.

G-7 All deviations to the proposal Statement of Work or any items or features that cannot or should not be solicited must be specifically identified. If no such areas of controversy are identified, the proposal should so state and it shall be understood that all items, features and costs have been included.

G-8 If the offeror is unable to comply with a requirement but is uncertain to the specific nomenclature in any specification, it shall enter a reference number of any supporting documents, etc., describing or interpreting the requirement.

G-9 All statements made by the offeror must be capable of being included into a written contract.

G-10 All documentation submitted automatically becomes the property of the Housing Authority of the City of El Paso, Texas.

G-11 Expenses for proposal development are entirely the responsibility of the offeror and will not be chargeable in any manner to the Housing Authority of the City of El Paso, Texas.

G-12 The Housing Authority of the City of El Paso, Texas reserves the right to accept or reject any proposal, or any part of a proposal. Any resulting order will be awarded to that responsive, responsible offeror, whose proposal is most advantageous to the Housing Authority of the City of El Paso, Texas, all other factors considered.

G-13 Offeror must submit proof of all insurance coverages and be prepared to provide additional proof of same should the Housing Authority of the City of El Paso, Texas so request.



G-14 Offeror must provide financial information, including bank references, annual report, and a detailed financial statement at the request of HACEP.

G-15 All offers will be evaluated according to the criteria listed in the proposal. To be considered responsive the offer must respond to the criteria.

G-16 PROTEST TO THE AGENCY

- (a) When a protest is filed with the agency, an award shall not be made until the matter is resolved unless the Director of Contracting or other designated official first determines that one of the following applies:
 - (1) The supplies or services to be contracted for are urgently required.
 - (2) Delivery or performance will be unduly delayed by failure to make award promptly.
 - (3) A prompt award will otherwise be advantageous to the Housing Authority of the City of El Paso, Texas.

G-17 (52.252-1) SOLICITATIONS PROVISIONS INCORPORATED BY REFERENCE (JUNE 1988)

This solicitation incorporates one or more solicitation provisions by reference with the same force and effect as if they were given in full text. Upon request, the Director of Contract Compliance will make their full text available.

G-18 AWARD

The Housing Authority of the City of El Paso, Texas, at its discretion, may award multiple contracts for this requirement.

G-19 INCURRING COSTS

- (a) Costs shall not be incurred by receipts of the solicitation document in the anticipation of receiving direct reimbursement from the Housing Authority of the City of El Paso, Texas without the written authorization of the proper authority.

The Housing Authority of the City of El Paso, Texas assumes no liability for and shall not be obligated to the Contractor for payment for the Contractor's costs incurred prior to award.

G-20 PRE-AWARD SURVEY OF PROSPECTIVE CONTRACTOR

- (a) If an offer submitted in response to this solicitation that is favorably considered, a survey team may contact your facility to determine your ability to perform. Current financial statements and other pertinent data should be available for review at that time if not already on file with the office having cognizance over your facility. Areas that may be investigated or evaluated are listed below:
 - 1. Technical Capability
 - 2. Facilities
 - 3. Financial Capability
 - 4. Accounting System
 - 5. Quality Assurance
 - 6. Performance record
- (b) Offerors are advised that accomplishment of this survey is a part of the evaluation process and is not to be construed as an indication that an will receive or is in the best position to receive the resultant award.
- (c) The Housing Authority of the City of El Paso, Texas may conduct a pre-award survey on more than one at a time.

G – 21 FAILURE TO SUBMIT OFFER



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

Recipients of this solicitation not responding with an offer should not return this solicitation, unless it specifies otherwise. Instead, they should advise the issuing office by letter, postcard, or established electronic commerce methods, whether they want to receive future solicitations for similar requirements. If a recipient does not submit an offer and does not notify the issuing office that future solicitations are desired, the recipient's name may be removed from the applicable mailing list.

G-22 (9505) **ORGANIZATIONAL CONFLICTS OF INTEREST**

The Contracting Officer shall award the contract to the apparent successful offeror unless a conflict of interest is determined to exist that cannot be avoided or mitigated.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

SECTION H

EVALUATION FACTORS FOR AWARD



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

CONTRACT AWARD

Only written proposals will be considered. HACEP reserves the right to reject any proposals without further discussion or negotiations, and may waive technical errors or discrepancies if it serves the public interest. This solicitation for proposals is not to be considered a contract of any kind.

It highly recommended that interested Contractor/Contractors do a walk thru to the various locations of interest to inspect and assess the roof/roofs to get a correct roof measurement and requirements. Such visit must take place prior to Bid closing. Please make appointment prior to your visits to our locations by contacting Ms. Eddie Rocha @ 915-849-3789.

Written proposals will be reviewed, with emphasis on capacity and services proposed. Negotiations (interviews) may be conducted with all Offerors in the acceptable range, at the discretion of the Housing Authority of the City of El Paso, Texas. All Offerors in the competitive range will be asked to submit their Best and Final Offer. Thereafter, a recommendation for award of contract will be made to the Board of Commissioners. Upon approval by the HACEP Board of Commissioners, a contract/contracts will be awarded. HACEP reserves the right to exclude identified services from the contract and to award more than one contract.

After demonstrating full compliance with federal regulations at 24 CFR Part 85, Administrative Requirements (Federal Procurement, Competitive Negotiation Standards) and with all required approvals, HACEP will prepare a final contract document for execution and approval by the Contracting Officer and the contracting party.

No contract will be awarded for proposals that do not meet the satisfaction of the Board of Commissioners. Any contract/contracts awarded as a result of this Request for Proposals will be made only for the term outlined in the RFP. HACEP reserves the right to cancel unilaterally any contract derived from this Request for Proposals for failure to perform services satisfactorily. Any contract for the stated services or products herein is not an exclusive contract. HACEP reserves the right to assign other service providers to such matters as it deems necessary.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

AFFIRMATIVE ACTION

HACEP is an equal opportunity employer and requires all of its contractors to comply with policies and regulations concerning equal employment opportunity. Proposals should refer to affirmative action guidelines published by the Department of Housing and Urban Development regarding minority, women-owned, handicapped, and small business enterprises. In addition, HACEP requests information regarding the ethnicity of each partner, shareholder, and personnel employed by the company.



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

BASIS FOR AWARD

The Housing Authority of the City of El Paso, Texas will award this contract/contracts to the most qualified Contractor/Contractors based on experience in the stated services as designated in the scope of services and fees negotiated.

The Housing Authority of the City of El Paso, Texas has the right to award to multiple Contractors. Contractor/Contractors can bid on one location or multiple locations in accordance to the contractor/contractors capability.

The Housing Authority of the City of El Paso, Texas reserves the right to consider historic information and facts, whether gained from the firm's proposal, question and answer conferences, references or any other source in the evaluation.

Contractor will be responsible to inspect and assess the roofs repairs required per location of interest, if there are items that are not listed on the SOW on the existing roof needed and/or require, Contractor/Contractors will need approval for any items not listed on the SOW from HACEP before replacement. The bid price is a firm fixed amount and will not be adjusted due to any subsequent measurements and/or omissions after.

The individual or firm is cautioned that it is the individual's or firm's sole responsibility to submit information related to the evaluation categories and the Housing Authority of the City of El Paso, Texas is under no obligation to solicit such information if it is not included with the individual's or firm's statement. Failure of an individual or firm to submit such information may cause an adverse impact on the evaluation of the individual or firm or lead to disqualification from consideration.



TECHNICAL EVALUATION

WORK SHEET

Name: _____

Reviewer: _____

Date: _____

INSTRUCTIONS: Evaluation of technical proposals will be based upon an analysis of the Offeror's proposal in relation to the criteria contained in the request for proposal. This evaluation sheet is keyed to those criteria. Reviewers should record their evaluation of each proposal in terms of its strengths and weaknesses, the degree to which the proposal possesses or lacks the attributes set forth in the specific factors for award Points scores are to be assigned to each evaluation factor as indicated below. Reviewer's comments should be provided on this form. Additional sheets may be attached as necessary.

OVERALL SCORE: Evaluation sheets are provided for assistance in evaluated factors and weights contained in the **RFP**. Predetermined cut-off scores designed for determining overall rating shall not be employed.

COMPOSITE SCORE:

STRENGTHS/WEAKNESSES: (Evaluators should comment here on strengths/weakness of the technical proposal. Comments may be used to formulate the Housing Authority of the City of El Paso, Texas position if continued negotiations are required).

Acceptable: _____

("This means that based upon the proposal as submitted, the PHA could contract with the offeror and expect that the work would be completed. The proposal is not perfect, but it contains no significant weaknesses")

Potentially Acceptable: _____

("This means that the technical part of the proposal contains weaknesses that keep it from being acceptable, but with relatively minor changes or additional information from the offeror, it might be made acceptable. Once additional information is obtained via initial negotiations, this type of proposal must become either acceptable or unacceptable")

Unacceptable: _____

("This means that the proposal is seriously flawed to the point that no amount of negotiation would lead to improve it, or the offer would have to be substantially rewritten to be found acceptable. Either the offeror simply did not understand the PHA's requirement or did not elect to prepare a sufficient proposal. Technically unacceptable proposals should never be included in a competitive range")



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

EVALUATION CRITERIA FACTORS FOR AWARD
April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

OPS 19-R-0009

Any award to be made pursuant to this RFP will be based upon the proposal that would provide the best value to HACEP, with appropriate consideration given to operational, technical, cost, and management requirements. Evaluation of offers will be based upon the Vendor’s responsiveness to the RFP and the total price quoted for all items covered by the RFP.

The following elements will be the primary considerations in evaluating all submitted proposals and in the selection of Vendors:

- | | |
|---|-----------|
| 1. Experience | 15 |
| 2. Work Plan – acknowledging the 50 days completion time (TO BE SUBMITTED) | 20 |
| 3. Qualifications and Experience of Proposed Staff | 10 |
| 4. Demonstrated Understanding of the Requirement | 20 |
| 5. Vendor/Contractor in good standing in previous or current projects | 05 |
| 6. Price/Cost | 25 |
| 7. Section 3 Plan | 05 |

Signature _____

Date _____



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building Repairs at Multiple Locations

HACEP may, at its discretion and without explanation to the prospective Vendors, at any time choose to discontinue this RFP without obligation to such prospective Vendors.

Effective July 1, 2014, the Housing Authority of the City of El Paso (HACEP) implemented the following guidelines applicable to all contractor business travel.

HACEP will reimburse based on the **GSA Per Diem Rates** www.gsa.gov/perdiem for the City of El Paso, TX:

- Lodging
- Meals and Incidentals Expenses

The following categories define HACEP expectations for Contractor travel and meal expenses. Proper documentation must be submitted with the Contractor invoice before HACEP will consider reimbursement of travel or meal expenses. Such documentation must include detailed receipts for all requested amounts and the valid business reason for the expense. In addition, where HACEP management approval is required prior to reimbursement, Contractor must submit a memo detailing management's approval or the signature of the appropriate HACEP management representative on the detailed receipt. HACEP reserves the right to request additional information when assessing payment and may refuse or limit payment based on the documentation, or lack thereof, provided.

- **Airfare** - Airfare is reimbursed at commercial Coach Class using lowest logical airfare and advance purchase options. Airfare should be booked as soon as practical to obtain best pricing options. HACEP allows non-stop service to be considered as lowest logical airfare. HACEP will not reimburse unused tickets, airport ticket class changes, or seat location upgrades. Use of non-commercial air service is expressly prohibited.
- **Tolls and Parking** – Parking will be reimbursed at actual cost for business trip expense. Commuter tolls and parking within city metropolitan area where work is performed is not reimbursable.
- **Transportation Services** - While scheduled transportation service using airport shuttles is permitted with proper receipts, private limousine or luxury shuttle service is **not reimbursable**. Taxi service is allowed in lieu of auto rental, however receipts must be provided.
- **Personal Vehicle** - Use of a personal vehicle in lieu of public transportation or a rental car is permitted when pre-approved by HACEP management. Mileage must be tracked on a daily trip log and reimbursement will be calculated at IRS standard mileage rates. Reported mileage must exclude normal commute mileage in accordance with IRS commute definitions. No personal vehicle expense, including gasoline or car repairs, is allowed for reimbursement.
- **Entertainment** - Casual entertainment including alcoholic beverages is **not reimbursable**. HACEP management must pre-authorize any scheduled group events and such events must be limited to specific milestone or project recognition events. HACEP will not reimburse Contractor for entertaining HACEP employees without prior HACEP management approval.

Sincerely,

Satish Bhaskar

HACEP Chief Financial Officer



I certify that I have Read and acknowledge HACEP's Travel/expense Guidelines.

Name and title: _____ date: _____

Vendor Information Form

Firm Name	
Firm Address (full address):	
Firm Telephone Number:	
Firm Fax Number	
Firm Year Established:	
Types of services provided by the Firm	
Federal TAX ID #	

Management person responsible for direct contact with the HACEP and services required for this Request for Proposal (RFP):

Name:	
Title:	
Telephone Number:	
Fax:	
Email:	

Person responsible for day-to-day servicing of the account:

Name:	
Title:	
Telephone Number:	
Fax:	
Email:	



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

ATTACHMENT A

(SAMPLE FORM OF CONTRACT)

**CONTRACT BETWEEN AFFORDABLE HOUSING ACQUISITION AN AFFILIATE
OF THE HOUSING AUTHORITY OF THE CITY OF EL PASO AND**

XXXXXXXXXXXXXXXX.

INTRODUCTION

This Contract (the “Contract”) by and between **Affordable Housing Acquisition an Affiliate of The Housing Authority of the City of El Paso**, a profit state governmental entity (hereinafter “AHA”) and **XXXXXXXXXXXX**, (hereinafter “the Contractor”) is hereby entered into this XX day of XXXX, 2018 (the “Effective Date”).

1.0 Definitions

- 1.1 Procurement Administration (“AHA PROCUREMENT MANAGER”).** AHA Procurement Manager.
- 1.2 Request for Proposals (“RFP”).** A competitive solicitation process conducted by AHA wherein an award is generally made to the top-rated responsive and responsible bidder.
- 1.3 Days.** All references to “days” shall be calendar days; in the case that the last day referenced falls on a Saturday, Sunday or legal holiday, then the period of time shall be automatically extended to include the next work day.
- 1.4 Project.** All references to the “Project” shall mean the **XXXXXXXXXXXXXXXX**.
- 1.5 Appendices.** The following documents are included in the Contract as individually noted exhibits and shall be incorporated herein and made a part of this Contract by reference as if fully set forth herein:
- 1.6** The following, each of which was either issued by AHA as a part of the competitive solicitation and/or which was completed and returned by the Contractor in response to the solicitation (copies are not included under any of the appendices but are included herein by reference and are included within the solicitation file):
 - 1.6.1** Current Insurance Certificate/Endorsement (naming AHA or affiliate as “additional insured”);
 - 1.6.2** Supplementary Instructions to Offerors;
 - 1.6.3** Non-Collusive Affidavit – Prime Offeror
 - 1.6.4** Texas Statutory Performance Bond
 - 1.6.5** Payment Bond;

RFP OPS 18 XXXXXXXX
XXXXXXXXXXXXXXXX

1.6.6 Subcontractor Identification

1.6.7 Contractor’s and Subcontractor’s Non-Conclusive Affidavits;

1.6.8 Scope of Work included as part of RFP Package OPS XXXXXXXX;

1.7 Term of Contract. Services pursuant to this Contract (the “Services”) shall begin upon Contractor’s receipt of the written Notice to Proceed by AHA. Notwithstanding the continuation of any warranties contained herein, this Contract shall terminate upon Final Completion.

1.8 Services and Payment

1.9 Scope of Services. The Contractor shall furnish all labor, material, equipment and services, and perform and complete all work required for the XXXXXXXXXXXXXXXX, El Paso, TX 799XX in accordance with this Agreement and RFP No. **OPS 18-RXXXX** prepared by AHA and any duly executed Addenda to this Agreement. Said labor, materials, equipment and services shall be provided on the dates and times determined by AHA at the above-stated AHA communities and/or facilities. In addition, AHA shall retain the right to implement and/or enforce any item issued as a part of RFP No. OPS 18-R-XXXX.

1.7 Cost/Value of Services

1.7.1 Labor Costs. The Contractor shall not pay wages that are less than the highest wage required by either of the following:

1.7.1.1 The wage determination rates listed in RFP No. **OPS 18-R-XXXX**

1.7.2 Contract Value.

1.7.3 AHA shall pay the Contractor for the performance of the Contract, in current funds, subject to additions and deductions as provided in the Technical Specifications, not-to-exceed (“NTE”) the sum of:

\$XXXXXXXXXX

Contractor exceeds the above-stated NTE amount at its own risk.

1.7.4 Time for Performance. The Contractor hereby agrees to commence work under this Contract upon receipt of a written Notice to Proceed (“NTP”), submitted by AHA. The Contractor shall complete the project within XXXXXXXXXX (XXX) calendar days.

1.7.4.1 Commencement of Work. Contractor shall not commence work under this contract until all necessary permits and

approvals, including modification thereof, that are preconditions to commencement of construction of the Project have been issued.

1.7.4.2 Delays/Time Extensions. Time extensions for performance may be granted by AHA Procurement Manager and AHA Chief Executive Officer. Any time extension shall be granted by written modification to this Contract.

1.7.4.3 Final Completion. The Contractor shall notify AHA Procurement Manager, in writing, as to the date when in its opinion the work is substantially complete and ready for inspection. Upon receipt of such notification, AHA shall conduct an inspection of the work within ten (10) days. AHA shall promptly advise the Contractor, in writing, of any remaining final punch list items following such inspection. The Contractor shall notify AHA in writing when all punch list items have been completed and all clean-up has been done. AHA will then conduct a final inspection within ten (10) days of receipt of such notification. Performance shall be considered complete upon the Contractor's receipt from AHA of written acceptance of the work and AHA's receipt from the Contractor of the following:

1.7.4.3.1.1 the total amount due the Contractor and a separately stated amount for each unsettled claim against AHA;

1.7.4.3.1.2 documentation noting that AHA is released of all claims, other than those stated in the Contractor's release;

1.7.4.3.1.3 wages paid to laborers were paid as required herein; and

1.7.4.3.1.4 all guaranties and warranties contained herein are assigned to AHA.

1.7.5 Liquidated Damages. Pursuant to Page 3, section #4 of RFP, the Contractor agrees to pay to AHA, the sum of **\$0.0** per day/building as fixed, agreed, liquidated damages for each consecutive calendar day beyond the time for performance provided in this Contract is not terminated until Final Completion is achieved.

- 1.7.6 **Non-Escalation.** Unless otherwise specified within the RFP documents, the unit prices reflected in this Contract shall remain firm with no provision for price increases during the term of the Contract.

1.8 Billing Procedure

- 1.8 To receive payment for Services rendered pursuant to this Contract, the Contractor shall:

- 1.8.1 Submit all certified payroll reports up to the date of the work being billed.
- 1.8.2 Progress payments must be approved by AHA Procurement Manager and AHA Chief Executive Office.
- 1.8.3 Progress payment requests shall be delivered to the attention of:

Affordable Housing Acquisition an Affiliate of
The Housing Authority of the City of El Paso
Attn: Accounts Payable
5300 E. Paisano Drive
El Paso, TX 79905-2931

- 1.8.4 The AHA will pay each properly completed invoice received on a Net/30 basis. Any invoice received that is not properly completed will not be paid unless and/or until the Contractor complies with the applicable provisions of this contract.
- 1.8.5 Final payment will be made by AHA upon receipt of the Contractor's all required payroll reports have been received and any wage discrepancies have been resolved by the Contractor.

- 2.0 **Term of Contract.** Services pursuant to this Contract (the "Services") shall begin upon Contractor's receipt of the written Notice to Proceed by AHA. Notwithstanding the continuation of any warranties contained herein, this Contract shall terminate upon Final Completion.

- 3.0 **Contractor's Obligations.** Pursuant to this Contract, the Contractor agrees to provide the specific construction obligations detailed in the Scope of Work issued by AHA included in RFP No. OPS 18-R-XXXX and herein.

- 3.1 The Contractor agrees not to accept or perform any assigned work initiated by a contract amendment or change order without the prior written approval of AHA Procurement Manager and AHA Chief Executive Officer.

- 3.1.1 **Change Order Requests:** The Contractor acknowledges, by signature below, that change order requests will not be summarily approved. All

change order requests must be submitted to AHA for approval, prior to undertaking the additional work.

- 3.1.2 Minimum Rates of Pay.** The Contractor shall pay not less than the wages required under the wage determination rates included in RFP No. **OPS 18-R-XXXX** and any amendments thereto.
- 3.2 Supervision and Oversight.** The Contractor shall be solely responsible for providing supervision and oversight to all of the Contractor's personnel and any subcontractors that are assigned to AHA work pursuant to this Contract.
- 3.3 Qualified Personnel.** The Contractor warrants and represents that it will assign only qualified personnel to perform the Services. For the purposes of this Contract, the term "qualified personnel" shall mean those personnel that are experienced and/or trained in the manner generally accepted within the Contractor's Industry.
- 3.4 Compliance with Federal and State Laws.** All work performed by the Contractor, pursuant to this Contract, shall be done in accordance with all applicable federal, state and local laws, regulations, codes and ordinances.
- 3.5 Licensing.** The Contractor shall provide AHA with copies of any required current City, State and/or Federal licenses. Failure to maintain these licenses in a current status during the term(s) of this Contract shall constitute a material breach thereof.
- 3.6 Permits.** Unless otherwise stated in the Contract documents, all local, state or federal permits, environmental permits, and licenses which may be required to provide the Services ensuing from award of this Contract, whether or not known to either AHA or the Contractor at the time of the Contract execution, shall be the sole responsibility of the Contractor including any and all costs therefore.
- 3.7 Government Standards.** It is the responsibility of the Contractor to ensure that all items and services proposed conform to all local, state and federal law concerning safety (e.g., OSHA and NIOSH) and environmental control (e.g., EPA and City of El Paso Health and Safety Code, and any other enacted ordinance, code, law or regulation. The Contractor shall be responsible for all costs incurred for compliance with any such possible ordinance, code, law or regulation. No time extensions shall be granted or financial consideration given to the Contractor for time or monies lost due to violations of any such ordinance, code, law or regulations that may occur.
- 3.8 Work on AHA Property.** If the Contractor's work under the Contract involves operations by the Contractor on AHA premises, the Contractor

shall take all necessary precautions to prevent the occurrence of any injury to persons or property during the progress of such work.

- 3.9 Subcontractors.** Unless otherwise stated within the RFP bid documents, the Contractor may not use any subcontractors to accomplish any portion of the Services required by this Contract without the prior written permission of AHA Procurement Manager.
- 3.10 Salaries and Expenses Relating to the Contractor's Employees.** Unless otherwise stated within the RFP documents, the Contractor shall pay all salaries and expenses of, and all federal Social Security taxes, federal and state unemployment taxes, and any similar taxes relating to its employees used in the performance of the Contract. The Contractor further agrees to comply with all federal, state and local wage and hour laws and all licensing laws applicable to its employees or other personnel furnished under this Contract.
- 3.11 Communication.** If during the period of the Contract, it is necessary that AHA place toll or long distance telephone calls or facsimiles in connection with the Contractor's performance of the Contract (for complaints, adjustments, shortages, failure to deliver, etc.), it is understood that the Contractor may, at the discretion of AHA, bear the charge or expense for all such calls and/or facsimiles.
- 3.12 Access to Records.** Both parties hereby agree that the Contractor will make available to AHA, the Comptroller General of the United States, or any of their duly authorized representatives (including retained auditors), any books, documents, papers, and records of the Contractor which are directly pertinent to this Contract for the purpose of making audit, examination, excerpts and transcriptions.
- 3.13 Record Retention.** The Contractor shall retain all such records pertaining to this Contract for a period of not less than three (3) years after final payment or the completion of any Services provided pursuant to this Contract, whichever occurs later.
- 3.14 Backorders**
- 3.14.1** The Contractor must notify AHA Procurement Manager within ten (10) days of the following:
- 3.14.1.1** Any and all backordered materials;
 - 3.14.1.2** Any delay in the Contractor's performance; and
 - 3.14.1.3** The estimated date for delivery or performance.

3.15 Inspections. The Contractor shall permit AHA to conduct periodic inspections of the work. Any deficiencies noted by AHA during inspections shall be disclosed to the Contractor in writing within Five (5) days of discovery, and the Contractor shall remedy such deficiency within Five (5) calendar days of notification of such from AHA or as otherwise agreed to in writing by both parties.

4.0 Insurance Requirements

4.1 The Contractor shall maintain insurance coverage during the effective term(s) of this Contract No. **OPS 18-C-XXXX**.

4.2 The Contractor shall provide AHA with current certificate(s)/endorsement(s) evidencing the insurance coverage referenced above. Failure to maintain the above-referenced insurance coverage, including naming AHA as an additional insured (where appropriate) during the term(s) of this Contract shall constitute a material breach thereof.

4.3 Insurance certificate(s)/endorsement(s) shall be delivered to:

Juan Pulido
Procurement Manager
c/o Affordable Housing Acquisition an Affiliate of
The Housing Authority of the City of El Paso
5300 E. Paisano Drive
El Paso, TX 79905-2931

5.0 Indemnification

5.1 The Contractor shall protect, indemnify and hold AHA or subsidiaries, its officers, employees, and agents harmless from and defend against any and all claims, damages, losses, suits, actions, decrees, judgments, attorney's fees, court costs and other expenses of any kind or character which AHA, its officers, employees, agents, consulting engineers or other retained consultants may suffer, or which may be sought against, recovered from or obtainable against AHA, its officers, employees, and agents, based upon the Contractor's actions or failure to act during the performance of the Contractor's duties hereunder, or as a result of any work performed by the Contractor, regardless of when such claims shall arise. The Contractor's duty to indemnify AHA shall apply regardless of whether or not the event which gave rise to such a claim was caused, in part, by AHA.

- 5.2 Any money due by the Contractor under and by virtue of this Contract which is considered necessary by AHA for such purpose, may be retained by AHA for its protection; or in case no money is due, its surety may be held until all such claims, damages, losses, suits, actions, decrees, judgments, attorney's fees and court costs and other expenses of any kind or character as aforesaid shall have been settled and suitable evidence to that effect furnished to AHA provided, however, that money due the Contractor will not be withheld when the Contractor produces satisfactory evidence that it is adequately protected by applicable public liability and property damage insurance;
- 5.3 The Contractor shall, at its own expense, defend AHA, its officers, employees, and agents, against any and all claims, suits or actions which may be brought against them, or any of them, as a result of, or by reason of, or arising out of, or on account of, or in consequence of any act or failure to act the consequences of which the Contractor has indemnified AHA, its officers, employees, and agents against. If the Contractor fails to do so, AHA shall have the right, but not the obligation, to defend the same and to charge all direct and incidental costs of such defense to the Contractor including attorney's fees and court costs.
- 5.4 The Contractor guarantees the payment of all claims for materials, supplies and labor, and all other claims against it or any subcontractor, in connection with the Contract.
- 5.5 The Contractor shall provide that any authorized contractual arrangement with a subcontractor shall be in conformance with the terms of this Contract including the indemnity provisions of this Section 8.

6.0 Financial Viability and Regulatory Compliance

- 6.1 The Contractor warrants and represents that its corporate entity is in good standing with all applicable federal, state and local licensing authorities and that it possesses all requisite licenses to perform the Services required by this Contract. The Contractor further warrants and represents that it owes no outstanding federal, state or local taxes or business assessments.
- 6.2 Contractor agrees to promptly disclose to AHA any IRS liens or insurance or licensure suspension or revocation that may adversely affect its capacity to perform the Services required by this Contract. The failure by the Contractor to disclose such issue to AHA in writing within five (5) days of Contractor's receipt of such notification will constitute a material breach of this Contract.
- 6.3 Pursuant to Section 231.006, Texas Family Code, Contractor warrants and represents that it is not ineligible to receive the award of or payments under

this Agreement and acknowledges that this Agreement may be terminated and payment may be withheld if this certification is inaccurate.

- 6.4** Pursuant to Section 2155.004, Texas Government Code, Contractor warrants and represents that the individual or business entity named in this Agreement is not ineligible to receive the award of or payments under this Agreement and acknowledges that this Agreement may be terminated and payment withheld if this certification is inaccurate.
- 6.5** A corporate or limited liability company Contractor warrants and represents that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171 of the Texas Tax Code.
- 6.6** The Contractor further agrees to promptly disclose to AHA any change of its ownership and/or any declaration of bankruptcy that the Contractor may undergo during the term(s) of this Contract. The failure of the Contractor to disclose any change of its ownership and/or its declaration of bankruptcy within five (5) days of said actions shall constitute a material breach of this Contract.

7.0 Disputes

8.0 Breach. Pursuant to 2 CFR 200.339 as issued by the Office of the Secretary, AHA and the Contractor each agree to comply with the following provisions:

- 8.1 Termination For Cause and Convenience.** AHA may terminate this Contract for cause. AHA may also terminate this Contract for convenience. Any termination notice shall state the following:
- 8.1.1** whether the Contract is being terminated for convenience or cause;
- 8.1.2** whether the Contract is terminated in whole or in part;
- 8.1.3** if terminated for cause, the acts or omissions constituting the material breach, AHA Procurement Manager's determination that failure to perform is not excusable, AHA's right to charge excess costs of re-procurement to the Contractor, and the Contractor's appeal rights;
- 8.1.4** effective date of termination;
- 8.1.5** if applicable, the Contractor's right to proceed under the non-terminated portion of the Contract; and
- 8.1.6** any special instructions.
- 8.2** Prior to termination, AHA may choose, at its sole discretion, to warn the Contractor, verbally or in writing, of any issue of non-compliance or

unsatisfactory performance. Such warning may include placing the Contractor on probation, thereby giving the Contractor a certain period of time to correct the deficiencies or potentially suffer termination. AHA shall maintain in the Contract file a written record of any such warning detailing all pertinent information. If the Contractor does not agree with such action, the Contractor shall have ten (10) days from receipt of such verbal or written warning to dispute or protest such action in writing; if it does not do so within the 10-day period, it shall have no recourse but to accept AHA's position on the issue. The written protest must detail all pertinent information pertaining to the dispute, including any justification detailing AHA's alleged incorrect action(s).

- 8.3 After termination, if the Contractor does not agree with AHA's justification for the termination, the Contractor shall have ten (10) days from the date of termination to dispute such action in writing.
- 8.4 Any protest or dispute submitted by the Contractor under this Section shall thereafter be conducted in accordance with Section 9.1 herein.
- 8.5 All rights and remedies granted to AHA herein and any other rights and remedies which AHA may have at law and in equity are hereby declared to be cumulative and not exclusive. The fact that AHA may have exercised any remedy without terminating this Contract shall not impair AHA's rights thereafter to terminate or to exercise any other remedy herein granted, or to which AHA may be otherwise entitled.

9.0 Applicable Federal Law. ONLY PROJECTS USING FEDERAL FUNDS APPLIES. Pursuant to 2 CFR 200 as issued by the Office of the Secretary, AHA and the Contractor each agree to comply with the following provisions:

- 9.1 **Executive Order 11246.** For all construction contracts awarded in excess of \$10,000, both parties hereby agree to comply with "Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor Regulations (41 CFR Chapter 60).
- 9.2 **Copeland "Anti-Kickback" Act.** For all construction or repair contracts awarded, both parties hereby agree to comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor Regulations (29 CFR 10.27).
- 9.3 **Davis-Bacon Act. ONLY PROJECTS USING FEDERAL FUNDS APPLIES.** For all construction contracts awarded in excess of \$2,000 when required by Federal Grant Program legislation, both parties hereby agree to

comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented in Department of Labor Regulations (29 CFR Part 5).

- 9.4 Sections 103 and 107 of the Contract Work Hours and Safety Standards Act.** For all construction contracts awarded in excess of \$2,000 and for other contracts, which involve the employment of mechanics or laborers awarded in excess of \$2,500, both parties hereby agree to comply with the Sections 103 and 107 of the Contract Work Hours and Safety Act (40 U.S.C. 327-330) as supplemented in Department of Labor Regulations (29 CFR Part 5).
- 9.5 Clean Air Act.** For all contracts in excess of \$100,000, both parties hereby agree to comply with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857(h), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR 49.3).
- 9.6 Energy Policy and Conservation Act.** Both parties hereby agree to comply with all mandatory standards and policies relating to energy efficiency, which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
- 9.7 Additional Federally Required Orders/Directives. ONLY PROJECTS USING FEDERAL FUND APPLIES.** Both parties agree that they will comply with the following laws and directives, where applicable:
- 9.7.1 Executive Order 11061, ONLY PROJECTS USING FEDERAL FUNDS APPLIES,** as amended, which directs the Secretary of HUD to take all action which is necessary and appropriate to prevent discrimination by agencies that utilize federal funds.
- 9.7.2 Public Law 88-352, Title VI of the Civil Rights Act of 1964,** which provides that no person in the United States shall, on the basis of race, color, national origin or sex, be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity which receives federal financial assistance. AHA hereby extends this requirement to the Contractor and its private contractors. Specific prohibited discriminatory actions and corrective action are described in Chapter 2, Subtitle C, Title V of the Anti-Drug Abuse Act of 1988 (42 U.S.C. 19901 et. seq.).
- 9.7.3 Public Law 90-284, Title VIII of the Civil Rights Act of 1968,** popularly known as the Fair Housing Act, which provides for fair housing throughout the United States and prohibits any person from discriminating in the sale or rental of housing, the financing of housing or the provision of brokerage services, including in any way making unavailable or denying a dwelling to

any person because of race, color, religion, sex or national origin. Pursuant to this statute, AHA requires that the Contractor administer all programs and activities, which are related to housing and community development in such a manner as to affirmatively further fair housing.

- 9.7.4 The Age Discrimination Act of 1975, which prohibits discrimination on the basis of age.
- 9.7.5 Anti-Drug Abuse Act of 1988 (42 U.S.C. 11901 et. seq.).
- 9.7.6 HUD Information Bulletin 909-23 which is the following: **ONLY PROJECTS USING FEDERAL FUNDS APPLIES.**
- 9.7.6.1 Notice of Assistance Regarding Patent and Copyright Infringement;
 - 9.7.6.2 Clean Air and Water Certification; and
 - 9.7.6.3 Energy Policy and Conservation Act.
- 9.7.7 That the funds that are provided by AHA and HUD hereunder shall not be used, directly or indirectly, to employ, award a Contract to, or otherwise engage the services of any debarred, suspended or ineligible Contractor.
- 9.7.8 That none of the personnel who are employed in the administration of the work required by this Contract shall, in any way or to any extent, be engaged in the conduct of political activities in violation of Title V, Chapter IS, of the United States Code.
- 9.7.9 That neither party has colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, to fix overhead, profit or cost element of said bid price, or that of any other bidder, or to secure any advantage against either party or any person interested in the proposed Contract; and that all statements in said proposal or bid are true.
- 9.8 **Rights in Data and Patent Rights (Ownership and Proprietary Interest).** AHA shall have exclusive ownership of, all proprietary interest in, and the right to full and exclusive possession of all information, materials, and documents discovered or produced by Contractor pursuant to the terms of this Contract, including but not limited to reports, memoranda or letters concerning the research and reporting tasks of this Contract.

10.0 Lobbying Certification. ONLY PROJECTS USING FEDERAL FUNDS APPLIES

By execution of this Contract with AHA the Contractor thereby certifies, to the best of his or her knowledge and belief, that:

- 10.1** No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal loan, the entering into of any cooperative agreement, or modification of any federal contract, grant, loan, or cooperative agreement.
- 10.2** If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the Contractor shall complete and submit Standard Form – LLL, Disclosure Form to Report Lobbying, in an accordance with its instructions.
- 10.3** The Contractor shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

11.0 Miscellaneous Provisions

11.1 Notices, Invoices and Reports. Except as otherwise provided in this Contract, all notices, reports, records or other communications that are required or permitted to be given to the parties under this Contract shall be sufficient in all respects if given in writing and delivered in person, by email, facsimile, by overnight courier or by registered or certified mail, postage prepaid, return receipt requested, to the receiving party at the following address:

If to AHA:

Gerald Cichon, Chief Executive Officer
AHA
5300 East Paisano Drive
El Paso, TX 79905-2931
Facsimile: 915-849-3868

If to Contractor:

XXXXXX

RFP OPS 18 XXXXXXXX
XXXXXXXXXXXXXXXX

El Paso, TX 799XX
Phone number: XXX-XXX-XXXX

or such other address as such party may have given to the other parties by notice pursuant to this Section. Notice shall be deemed given on (i) the date such notice is personally delivered, (ii) three (3) days after the mailing if sent by certified or registered mail, (iii) one (1) business day after the date of delivery to the overnight courier if sent by overnight courier, or (iv) the next succeeding business day after transmission by facsimile, provided that any fax delivery is followed up with another method of notice listed in this Section within one (1) business day of sending the facsimile.

- 11.2 Taxes.** All persons doing business with AHA are hereby made aware that AHA is non-exempt from paying Texas State Sales and Use Taxes and Federal Excise Taxes.
- 11.3 Officials, Agents and Employees of AHA Not Personally Liable.** It is agreed by and between the parties hereto that in no event shall any official, officer, employee, or agent of AHA in any way be personally liable or responsible for any covenant or agreement herein contained whether expressed or implied, nor for any statement, representation or warranty made herein or in any connection with this Contract.
- 11.4 Assignment.** The Contractor shall not assign or transfer any interest in this Contract.
- 11.5 Entire Agreement; Amendment.** This Contract (including all Appendices attached hereto or other documents included by reference herein) constitutes the entire contract between the parties hereto and may not be modified except by an instrument in writing signed by the party to be charged. This Contract may be amended, supplemented or modified only by a written instrument duly executed by or on behalf of each party hereto.
- 11.6 Governing Law; Venue.** The laws of the State of Texas shall govern the validity, construction and effect of this Contract, unless such laws are superseded by, or in conflict with applicable federal laws and/or federal regulations. Each party irrevocably submits to the exclusive jurisdiction of any federal or state court located in El Paso County, Texas in any action, suit or proceeding arising out of or relating to this Contract, and agrees that any such action, suit or proceeding shall be brought only in such court.
- 11.7 Attorney's Fees.** In the event that litigation is commenced by one party hereto against the other in connection with the enforcement of any provision of this Contract, the prevailing party shall be paid by the losing party all

court costs and other expenses of such litigation, including reasonable attorneys' fees. The amount so allowed as attorneys' fees shall be taxed to the losing party as costs of the suit, unless prohibited by law.

- 11.8 Severability.** If any provision of this Contract or any portion or provision hereof applicable to any particular situation or circumstance is held invalid, the remainder of this Contract or the remainder of such provision (as the case may be), and the application thereof to other situations or circumstances shall not be affected thereby.
- 11.9 Waiver of Breach.** A waiver of either party of any terms or conditions of this Contract in any instance shall not be deemed or construed as a waiver of such term or condition for the future, or of any subsequent breach thereof. All remedies, rights, undertakings, obligations, and agreements contained in this Contract shall be cumulative and none of them shall limit any other remedy, right, obligation or agreement of either party.
- 11.10 Time of the Essence.** Time is of the essence for performance of this Contract.
- 11.11 Payment and Performance Bonds.** If the Contract Value as provided in Section 1.6.4 and 1.6.5, exceeds \$100,000, the Contractor shall furnish bonds covering faithful performance of the Contract and payment obligations arising thereunder. Bonds may be obtained through the Contractor's usual source and the cost thereof shall be included in the Contract Value. The amount of each bond shall be equal to one hundred percent (100%) of the Contract Value. In addition:
- 11.11.1**The bond must be approved and reviewed by AHA Procurement Manager;
- 11.11.2**The bond must name AHA as obligee;
- 11.11.3**The Contractor shall deliver the required bonds to AHA before the commencement of any work pursuant to this Contract.
- 11.12 Limitation of Liability.** In no event shall AHA be liable to the Contractor for any indirect, incidental, consequential or exemplary damages.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

12.0 Certifications. The undersigned representatives of each party acknowledge by signature below that they have reviewed the foregoing and understand their respective obligations as defined herein. This Contract may be signed in counterparts.

AFFORDABLE HOUSING ACQUISITION AN AFFILIATE OF THE HOUSING AUTHORITY OF THE CITY OF EL PASO

By _____ **Date** _____
:
GERALD CICHON
CHIEF EXECUTIVE OFFICER

XXXXXXXXXXXXXXXX

By _____ **Date** _____
:
AUTHORIZED SIGNER
TITLE

AFFORDABLE HOUSING ACQUISITION AN AFFILIATE OF THE HOUSING AUTHORITY OF THE CITY OF EL PASO APPROVED AS TO FORM ONLY:

By _____ **Date** _____
:
AHA LEGAL COUNSEL



RFP: OPS 19-R-0009

April 2019 Hail Storm Roof Replacement and Building
Repairs at Multiple Locations

ATTACHMENT B

(INSURANCE SCOPES)



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: HOUSING AUTHORITY OF EL PASO
Property: 10332 SHENANDOAH A&B
EL PASO, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506182190

Type of Loss: Hail, wind and rain

Date Contacted: 1/31/2019 12:00 AM

Date of Loss: 5/21/2018 12:00 AM

Date Received: 1/31/2019 12:00 AM

Date Inspected: 2/15/2019 12:00 AM

Date Entered: 2/18/2019 8:15 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-02-18-0815

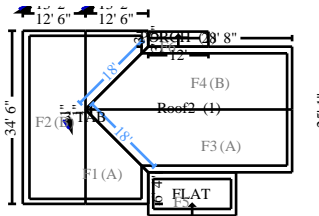


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-02-18-0815

Main Level



3 TAB

1667.06 Surface Area
 165.61 Total Perimeter Length

16.67 Number of Squares
 75.58 Total Ridge Length

DESCRIPTION

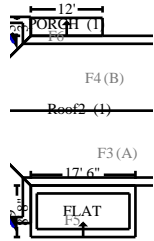
DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - 3 tab	16.67 SQ
Roofing felt - 15 lb. - double coverage/low slope	16.67 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	18.67 SQ
The ridge and starter course are included in the 10% waste factor	
R&R Drip edge	165.61 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	1.00 EA
R&R Flashing - pipe jack	6.00 EA
Roll roofing	1.10 SQ
VALLEY LINER	
Evaporative cooler - Detach & reset	1.00 EA
Furnace vent - aluminum, 4"	5.00 LF
Seal & paint trim - two coats	165.61 LF
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



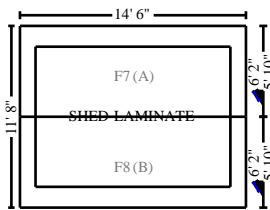
FLAT

193.50 Surface Area
 68.00 Total Perimeter Length
 1.94 Number of Squares

DESCRIPTION

DESCRIPTION	QTY
Remove Roll roofing - hot mop application	1.94 SQ
Roll roofing - hot mop application	1.94 SQ
Bitumen roof - Add. glass felt layer - hot mopped appl.	1.94 SQ
MOPPED MID PLY, THIS IS NOT A MOD BIT ROOF, BUT THIS IS THE ONLY FIBERGLAS PLY LISTED	
Roofing felt - synthetic underlayment	1.94 SQ
R&R Drip edge	41.50 LF
Seal & paint trim - two coats	41.50 LF

NOTES:



SHED-LAMINATE

178.16 Surface Area
 53.57 Total Perimeter Length
 1.78 Number of Squares
 14.50 Total Ridge Length

DESCRIPTION

DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - Laminated	1.78 SQ
Roofing felt - 15 lb. - double coverage/low slope	1.78 SQ
Laminated - comp. shingle rfg. - w/out felt	2.00 SQ
R&R Ridge cap - Standard profile - composition shingles	14.50 LF
R&R Drip edge	53.57 LF
Seal & paint trim - two coats	53.57 LF



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

CONTINUED - SHED-LAMINATE

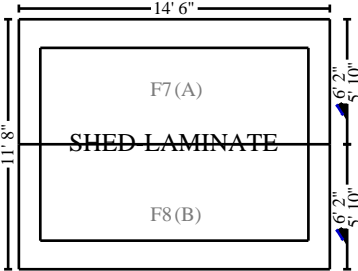
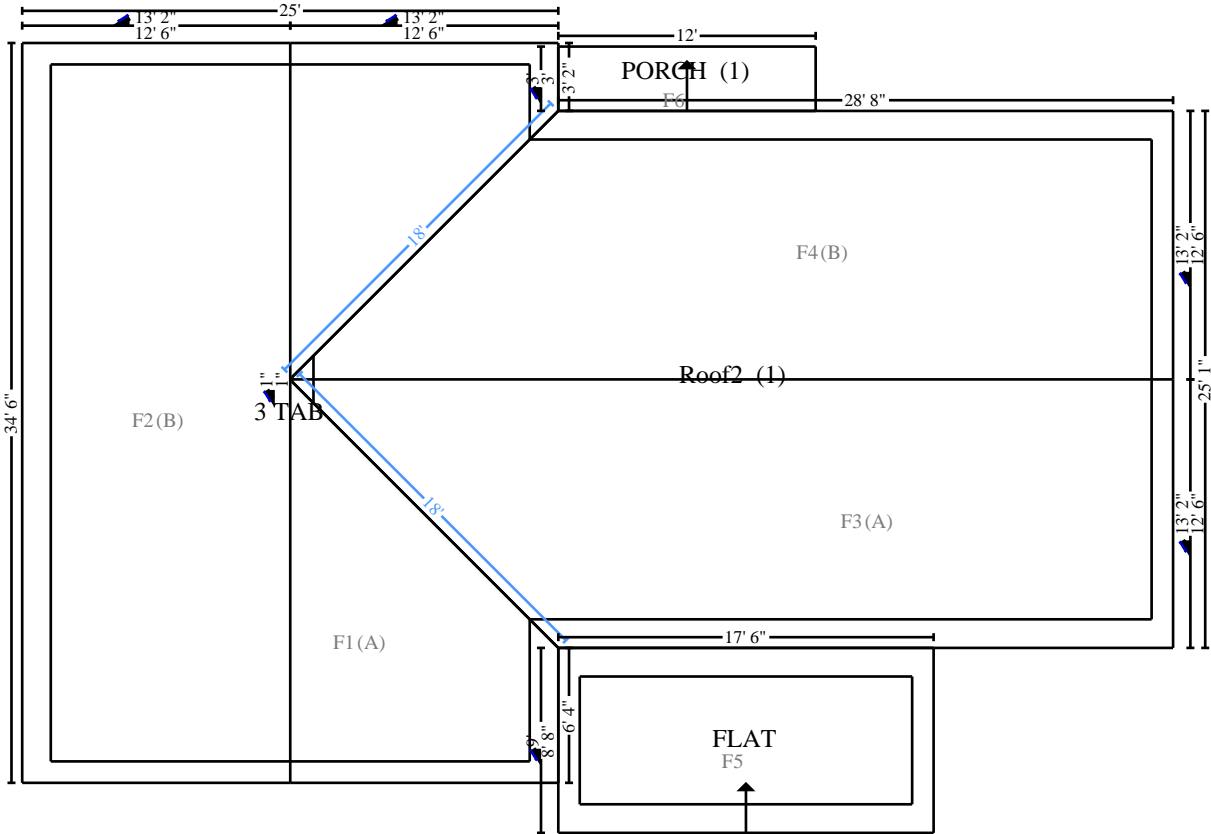
DESCRIPTION

QTY

NOTES:

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
287.51 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
2,038.72 Surface Area	20.39 Number of Squares	165.61 Total Perimeter Length
90.08 Total Ridge Length	0.00 Total Hip Length	



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5200 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/5/2019 2:47 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-05-1447

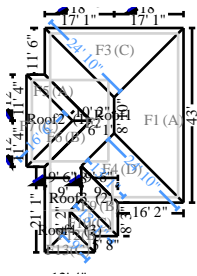


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-05-1447

Main Level



Roof1

1865.06 Surface Area	18.65 Number of Squares
187.83 Total Perimeter Length	25.58 Total Ridge Length
154.29 Total Hip Length	

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	18.65 SQ
Roofing felt - 15 lb. - double coverage/low slope	18.65 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	21.67 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	187.83 LF
Seal & paint trim - two coats	187.83 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	4.00 EA
R&R Flashing - pipe jack	3.00 EA
Prime & paint roof vent	9.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Skylight - double dome - Detach & reset	1.00 EA
Roll roofing	1.70 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

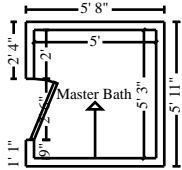
NOTES:

interior



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



Master Bath

Height: Sloped

193.46 SF Walls	29.07 SF Ceiling
222.53 SF Walls & Ceiling	26.25 SF Floor
2.92 SY Flooring	18.00 LF Floor Perimeter
21.63 LF Ceil. Perimeter	

Door **2' 6" X 6' 8"** **Opens into Exterior**

DESCRIPTION	QTY
Drywall patch / small repair, ready for paint	1.00 EA
Seal the surface area w/PVA primer - one coat	4.00 SF
Paint the walls and ceiling - one coat	222.53 SF
Mask per square foot for drywall work	26.25 SF

NOTES:

Labor Minimums Applied

DESCRIPTION	QTY
Drywall labor minimum	1.00 EA

NOTES:

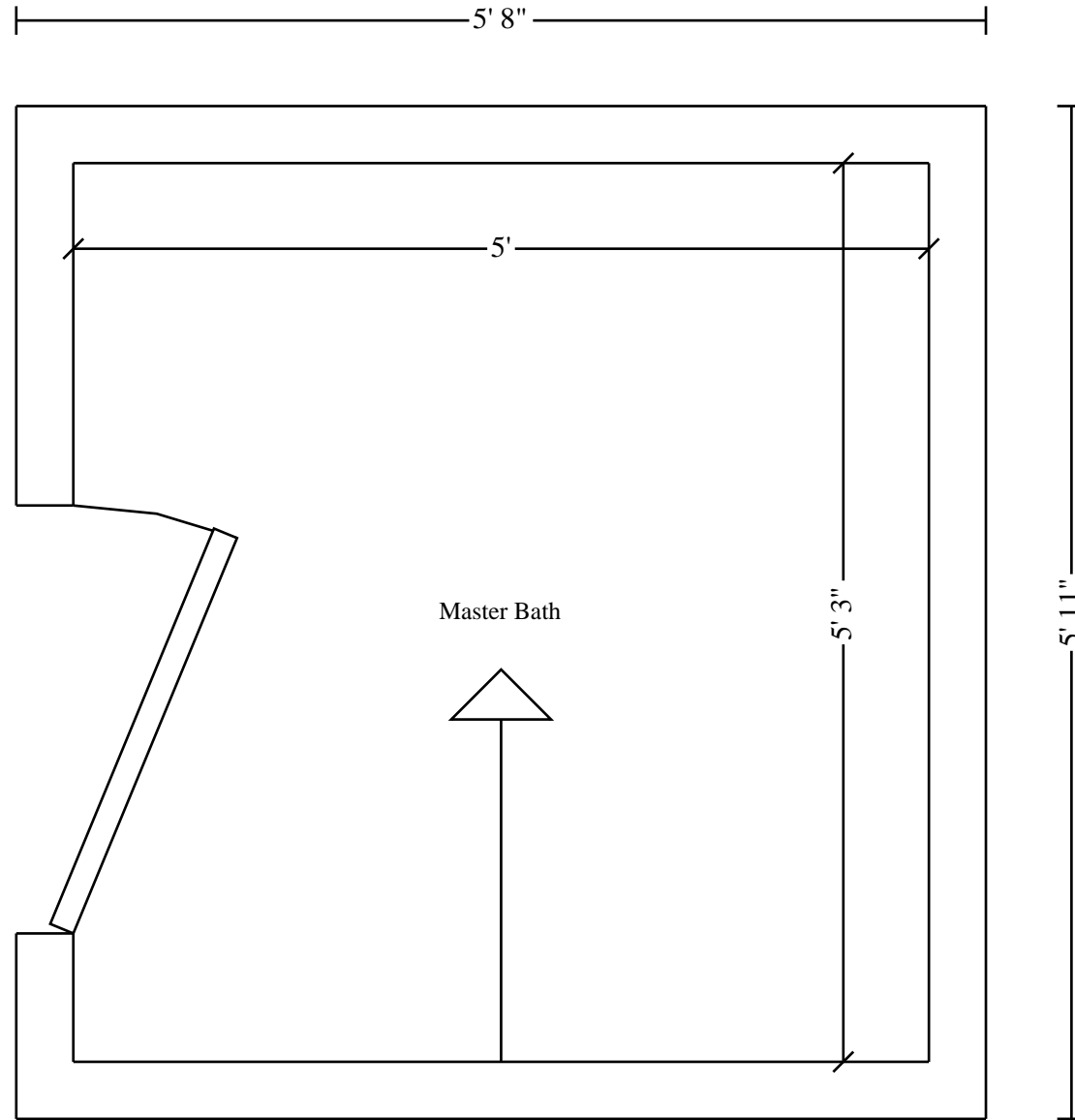


PROSTAR ADJUSTING

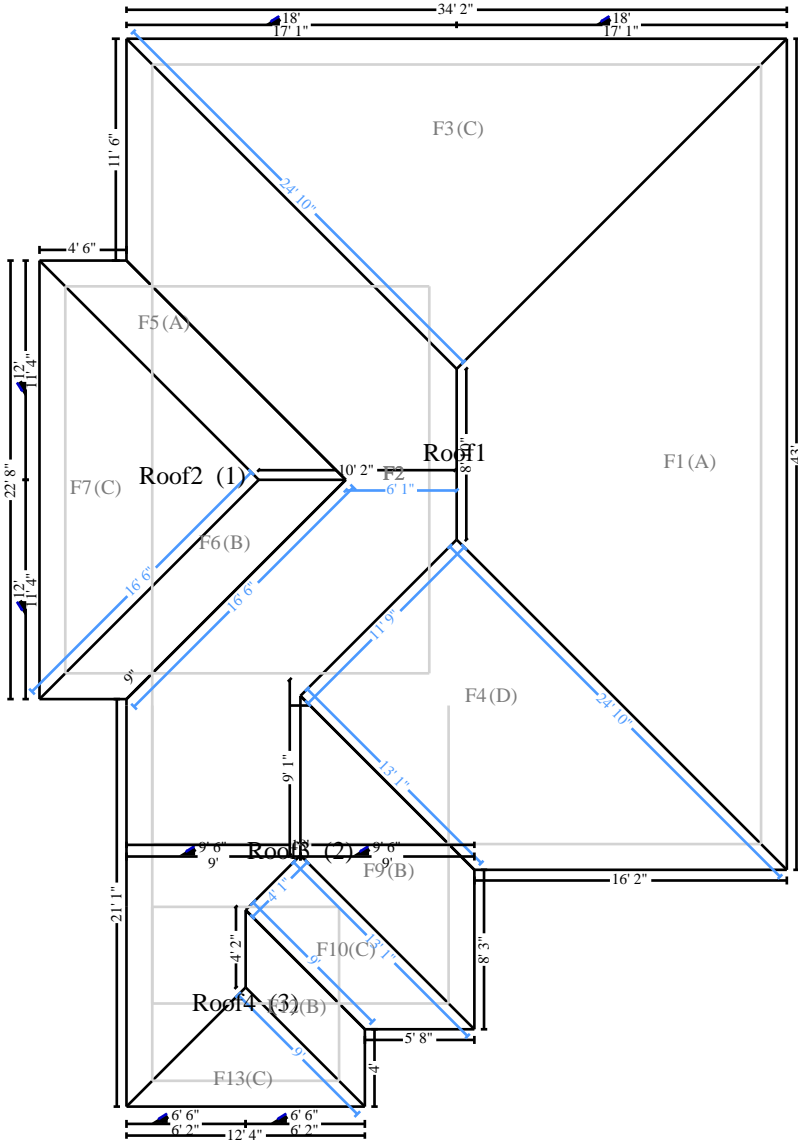
P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Grand Total Areas:

193.46	SF Walls	29.07	SF Ceiling	222.53	SF Walls and Ceiling
26.25	SF Floor	2.92	SY Flooring	18.00	LF Floor Perimeter
0.00	SF Long Wall	0.00	SF Short Wall	21.63	LF Ceil. Perimeter
26.25	Floor Area	33.53	Total Area	193.46	Interior Wall Area
244.04	Exterior Wall Area	23.17	Exterior Perimeter of Walls		
1,865.06	Surface Area	18.65	Number of Squares	187.83	Total Perimeter Length
25.58	Total Ridge Length	154.29	Total Hip Length		



interior



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5204 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/5/2019 2:51 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-05-1451

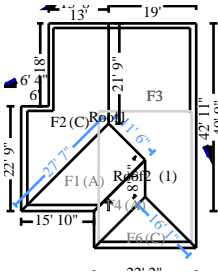


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-05-1451

Main Level



Roof1

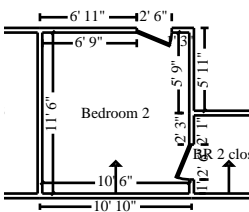
1705.21 Surface Area	17.05 Number of Squares
175.55 Total Perimeter Length	29.75 Total Ridge Length
71.31 Total Hip Length	

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	RCV	DEPREC.	ACV
Tear off, haul and dispose of comp. shingles - 3 tab	17.05 SQ	35.83	50.40	661.30	(0.00)	661.30
Roofing felt - 15 lb. - double coverage/low slope	17.05 SQ	44.31	62.33	817.82	(613.37)	204.45
3 tab - 25 yr. - comp. shingle roofing - w/out felt	19.67 SQ	173.71	281.89	3,698.77	(2,219.26)	1,479.51
The ridge and starter course are included in the 15% waste factor						
R&R Drip edge	175.55 LF	2.05	29.69	389.57	(149.85)	239.72
Seal & paint trim - two coats	175.55 LF	1.06	15.35	201.43	(201.43)	0.00
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA	60.21	9.94	130.36	(69.28)	61.08
R&R Flat roof exhaust vent / cap - gooseneck 8"	2.00 EA	71.96	11.87	155.79	(61.41)	94.38
R&R Flashing - pipe jack	4.00 EA	37.38	12.33	161.85	(60.98)	100.87
Prime & paint roof vent	8.00 EA	27.33	18.04	236.68	(236.68)	0.00
Evaporative cooler - Detach & reset	1.00 EA	389.38	32.12	421.50	(0.00)	421.50
Roll roofing	0.50 SQ	85.57	3.53	46.32	(34.74)	11.58
VALLEY LINER						
Taxes, insurance, permits & fees (Bid Item)	1.00 EA	122.48	10.10	132.58	(0.00)	132.58
Totals: Roof1			537.59	7,053.97	3,647.00	3,406.97
Total: Main Level			537.59	7,053.97	3,647.00	3,406.97

interior

Bedroom 2

Height: Sloped



395.67 SF Walls	126.22 SF Ceiling
521.89 SF Walls & Ceiling	120.75 SF Floor
13.42 SY Flooring	39.00 LF Floor Perimeter
45.04 LF Ceil. Perimeter	

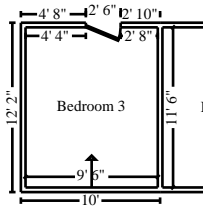
Door	2' 6" X 6' 8"	Opens into BR_2_CLOSET
Door	2' 6" X 6' 8"	Opens into Exterior



PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	RCV	DEPREC.	ACV
ceiling						
R&R 1/2" drywall - hung, taped, ready for texture	32.00 SF	1.72	4.54	59.58	(0.00)	59.58
Remove Acoustic ceiling (popcorn) texture	94.22 SF	0.30	2.33	30.60	(0.00)	30.60
Acoustic ceiling (popcorn) texture	126.22 SF	0.68	7.08	92.91	(12.38)	80.53
Mask wall - plastic, paper, tape (per LF)	45.04 LF	0.93	3.46	45.35	(0.00)	45.35
Mask per square foot for drywall work	120.75 SF	0.17	1.69	22.22	(0.00)	22.22
Seal the surface area w/PVA primer - one coat	32.00 SF	0.44	1.16	15.24	(0.00)	15.24
R&R Batt insulation - 4" - R13 - paper faced	32.00 SF	0.85	2.24	29.44	(0.00)	29.44
wall						
R&R 1/2" drywall - hung, taped, ready for texture	32.00 SF	1.72	4.54	59.58	(0.00)	59.58
Texture drywall - light hand texture	40.00 SF	0.43	1.42	18.62	(0.00)	18.62
Seal the surface area w/PVA primer - one coat	40.00 SF	0.44	1.45	19.05	(0.00)	19.05
Paint the walls - one coat	395.67 SF	0.50	16.32	214.16	(71.39)	142.77
Totals: Bedroom 2			46.23	606.75	83.77	522.98



Bedroom 3

Height: Sloped

403.33 SF Walls
 519.00 SF Walls & Ceiling
 12.14 SY Flooring
 43.35 LF Ceil. Perimeter
 115.67 SF Ceiling
 109.25 SF Floor
 39.50 LF Floor Perimeter

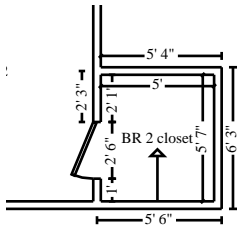
Door **2' 6" X 6' 8"** **Opens into Exterior**

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	RCV	DEPREC.	ACV
wall						
R&R 1/2" drywall - hung, taped, ready for texture	8.00 SF	1.72	1.14	14.90	(0.00)	14.90
Texture drywall - light hand texture	12.00 SF	0.43	0.43	5.59	(0.00)	5.59
Seal the surface area w/PVA primer - one coat	12.00 SF	0.44	0.44	5.72	(0.00)	5.72
Paint the walls - one coat	403.33 SF	0.50	16.64	218.31	(72.77)	145.54
Totals: Bedroom 3			18.65	244.52	72.77	171.75



PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



BR 2 closet

Height: Sloped

195.00 SF Walls	34.34 SF Ceiling
229.34 SF Walls & Ceiling	27.92 SF Floor
3.10 SY Flooring	18.67 LF Floor Perimeter
23.74 LF Ceil. Perimeter	

Door

2' 6" X 6' 8"

Opens into BEDROOM_2

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	RCV	DEPREC.	ACV
ceiling						
R&R 1/2" drywall - hung, taped, ready for texture	4.00 SF	1.72	0.57	7.45	(0.00)	7.45
Remove Acoustic ceiling (popcorn) texture	30.34 SF	0.30	0.75	9.85	(0.00)	9.85
Acoustic ceiling (popcorn) texture	34.34 SF	0.68	1.93	25.28	(3.37)	21.91
Mask wall - plastic, paper, tape (per LF)	23.74 LF	0.93	1.82	23.90	(0.00)	23.90
Mask per square foot for drywall work	27.92 SF	0.17	0.39	5.14	(0.00)	5.14
Seal the surface area w/PVA primer - one coat wall	4.00 SF	0.44	0.15	1.91	(0.00)	1.91
R&R 1/2" drywall - hung, taped, ready for texture	6.00 SF	1.72	0.85	11.17	(0.00)	11.17
Texture drywall - light hand texture	8.00 SF	0.43	0.28	3.72	(0.00)	3.72
Seal the surface area w/PVA primer - one coat	8.00 SF	0.44	0.29	3.81	(0.00)	3.81
Paint the walls - one coat	195.00 SF	0.50	8.04	105.54	(35.18)	70.36
Totals: BR 2 closet			15.07	197.77	38.55	159.22

Debris Removal

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	RCV	DEPREC.	ACV
Haul debris - per pickup truck load - including dump fees	0.33 EA	100.85	2.75	36.03	(0.00)	36.03
haul off non roof debris						
Totals: Debris Removal			2.75	36.03	0.00	36.03
Total: interior			82.70	1,085.07	195.09	889.98

Labor Minimums Applied

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	RCV	DEPREC.	ACV
Insulation labor minimum	1.00 EA	126.63	10.45	137.08	(0.00)	137.08
Totals: Labor Minimums Applied			10.45	137.08	0.00	137.08



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Line Item Totals: 2019-03-05-1451

630.74 8,276.12 3,842.09 4,434.03

Grand Total Areas:

994.00 SF Walls	276.23 SF Ceiling	1,270.23 SF Walls and Ceiling
257.92 SF Floor	28.66 SY Flooring	97.17 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	112.13 LF Ceil. Perimeter
257.92 Floor Area	288.83 Total Area	994.00 Interior Wall Area
964.47 Exterior Wall Area	77.00 Exterior Perimeter of Walls	
1,705.21 Surface Area	17.05 Number of Squares	175.55 Total Perimeter Length
29.75 Total Ridge Length	71.31 Total Hip Length	



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Summary for Building

Line Item Total	7,645.38
Comm. Rpr/Remdl Tax	630.74
Replacement Cost Value	\$8,276.12
Less Depreciation	(3,842.09)
Actual Cash Value	\$4,434.03
Net Claim	\$4,434.03
Total Recoverable Depreciation	3,842.09
Net Claim if Depreciation is Recovered	\$8,276.12

DON MCNEIL



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Recap of Taxes

	Comm. Rpr/Remdl Tax (8.25%)	Manuf. Home Tax (5%)
Line Items	630.74	0.00
Total	630.74	0.00



PROSTAR ADJUSTING

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Recap by Room

Estimate: 2019-03-05-1451

Area: Main Level

Roof1

6,516.38 85.23%

Area Subtotal: Main Level

6,516.38 85.23%

Area: interior

Bedroom 2

560.52 7.33%

Bedroom 3

225.87 2.95%

BR 2 closet

182.70 2.39%

Debris Removal

33.28 0.44%

Area Subtotal: interior

1,002.37 13.11%

Labor Minimums Applied

126.63 1.66%

Subtotal of Areas

7,645.38 100.00%

Total

7,645.38 100.00%

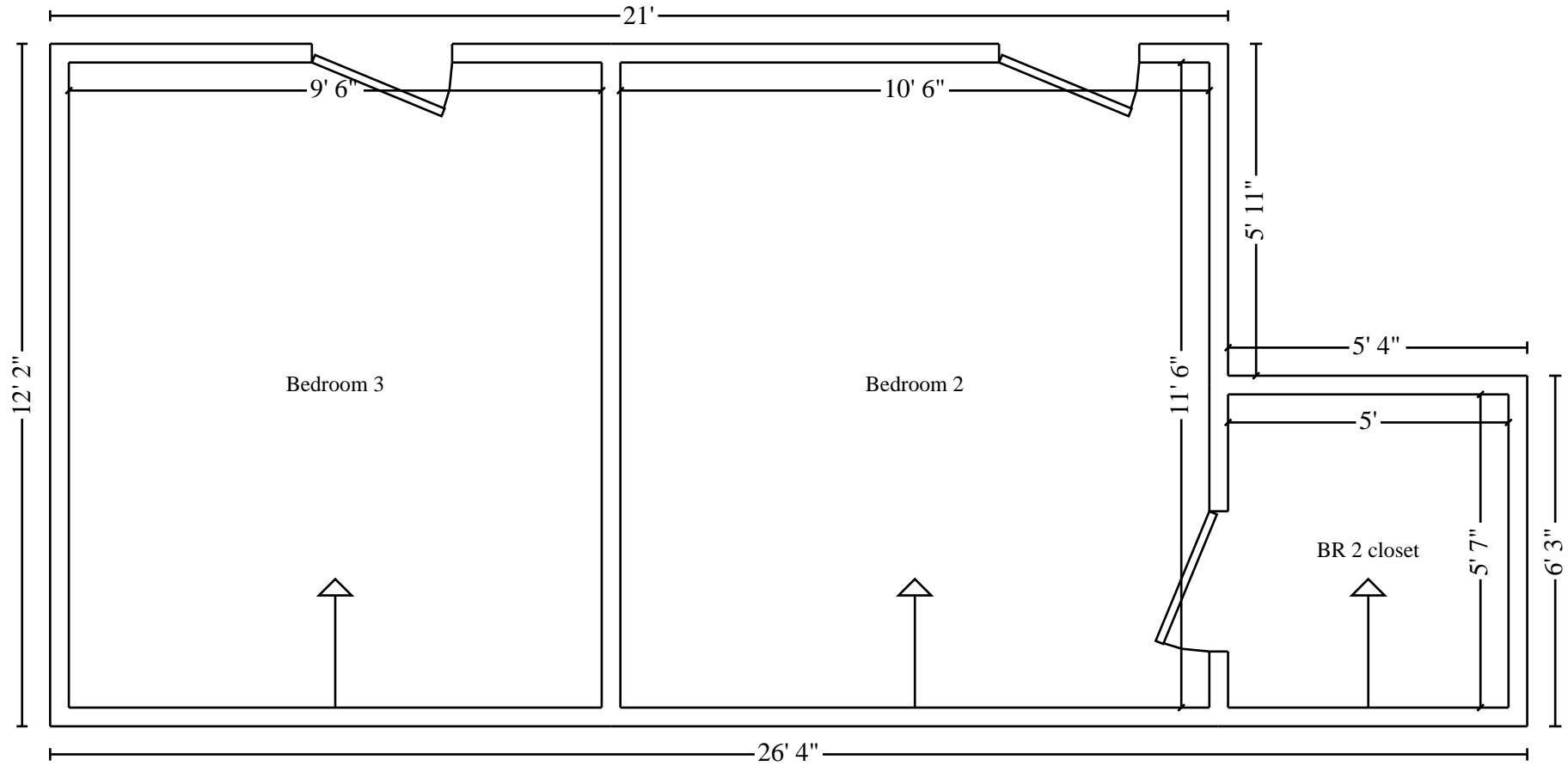


PROSTAR ADJUSTING

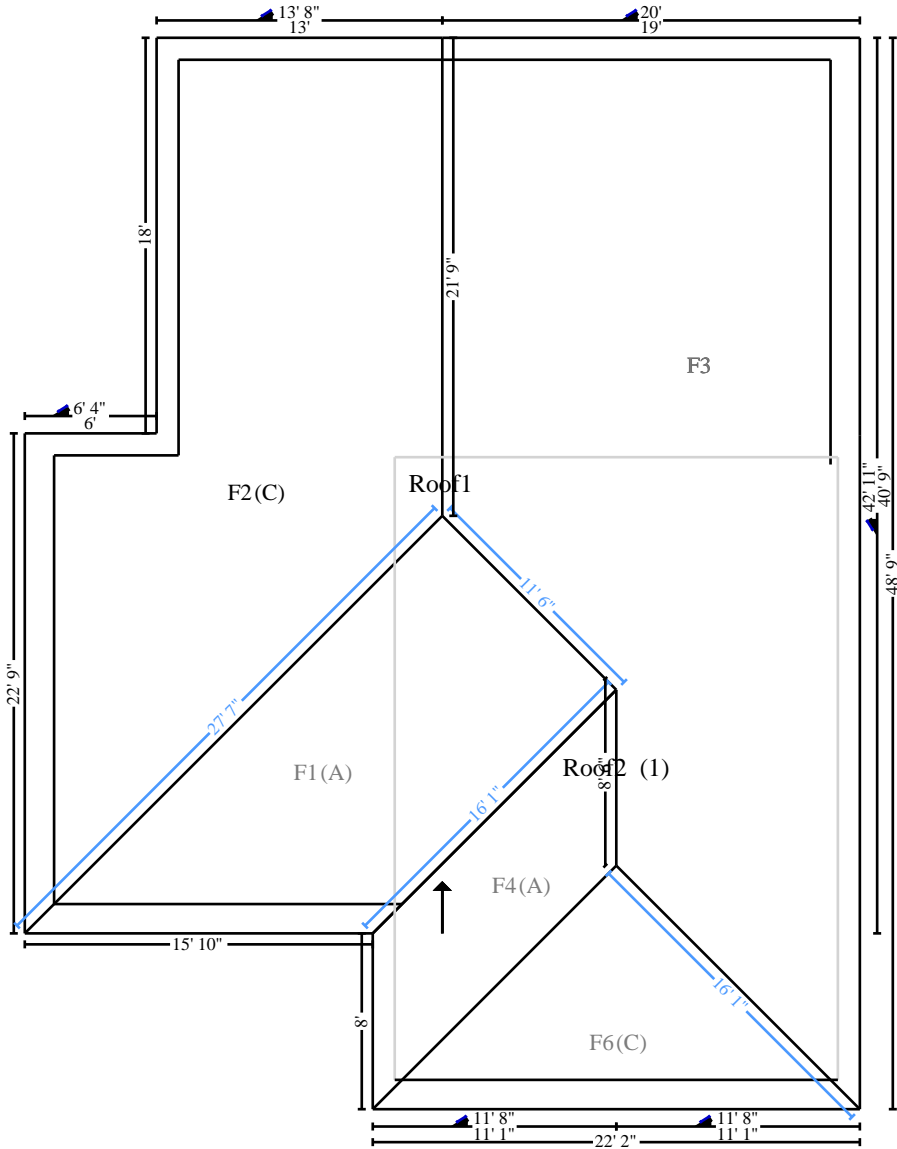
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888-493-5175 FAX

Recap by Category with Depreciation

Items	RCV	Deprec.	ACV
GENERAL DEMOLITION	789.06		789.06
DRYWALL	343.13	14.55	328.58
PERMITS AND FEES	122.48		122.48
HEAT, VENT & AIR CONDITIONING	496.04	64.00	432.04
INSULATION	148.71		148.71
PAINTING	943.97	570.39	373.58
ROOFING	4,801.99	2,900.33	1,901.66
Subtotal	7,645.38	3,549.27	4,096.11
Comm. Rpr/Remdl Tax	630.74	292.82	337.92
Total	8,276.12	3,842.09	4,434.03



interior





PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5205 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/5/2019 2:45 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-05-1445

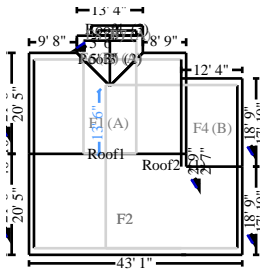


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-05-1445

Main Level



Roof1

1880.71 Surface Area
 219.94 Total Perimeter Length

18.81 Number of Squares
 55.20 Total Ridge Length

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	18.81 SQ
Roofing felt - 15 lb.	18.81 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	21.00 SQ
The ridge and starter course are included in the 10% waste factor	
R&R Drip edge	219.94 LF
Seal & paint trim - two coats	219.94 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	4.00 EA
R&R Flashing - pipe jack	2.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Prime & paint roof vent	8.00 EA
Step flashing	18.75 LF
Roll roofing	0.60 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

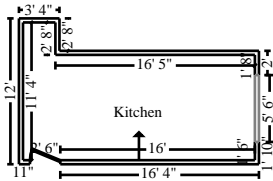
NOTES:

interior



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
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 888-493-5175 FAX



Kitchen

Height: Sloped

579.38 SF Walls	191.74 SF Ceiling
771.11 SF Walls & Ceiling	172.50 SF Floor
19.17 SY Flooring	52.83 LF Floor Perimeter
63.36 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	5' 6" X 6' 8"	Opens into Exterior

DESCRIPTION

QTY

R&R 1/2" drywall - hung, taped, ready for texture	4.00 SF
Remove Acoustic ceiling (popcorn) texture	187.74 SF
Acoustic ceiling (popcorn) texture	191.74 SF
Mask wall - plastic, paper, tape (per LF)	63.36 LF
Mask per square foot for drywall work	172.50 SF
Seal the surface area w/PVA primer - one coat	4.00 SF
Haul debris - per pickup truck load - including dump fees	0.25 EA
haul off non roof debris	

NOTES:

Labor Minimums Applied

DESCRIPTION

QTY

Drywall labor minimum	1.00 EA
-----------------------	---------

NOTES:

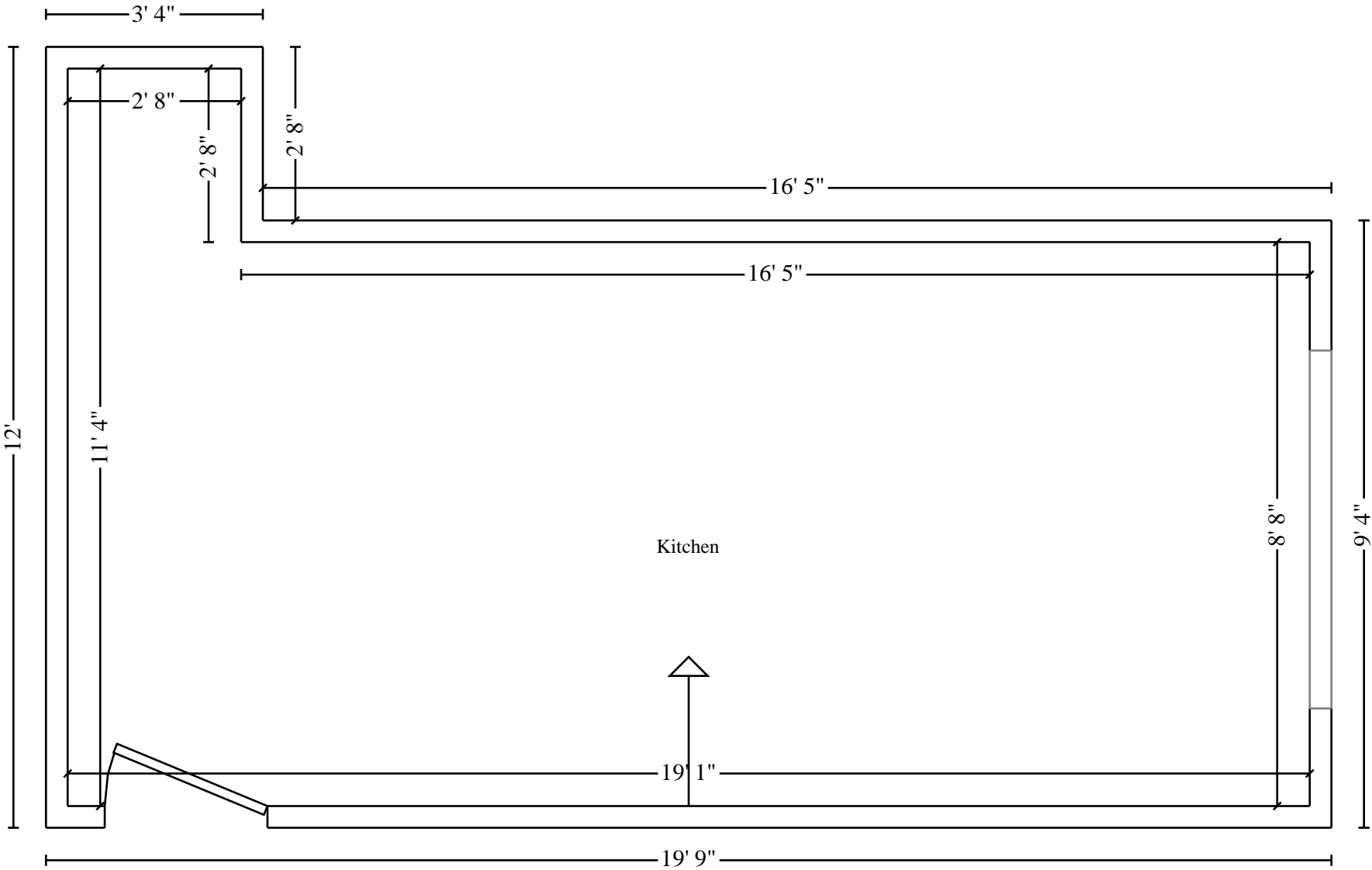


PROSTAR ADJUSTING

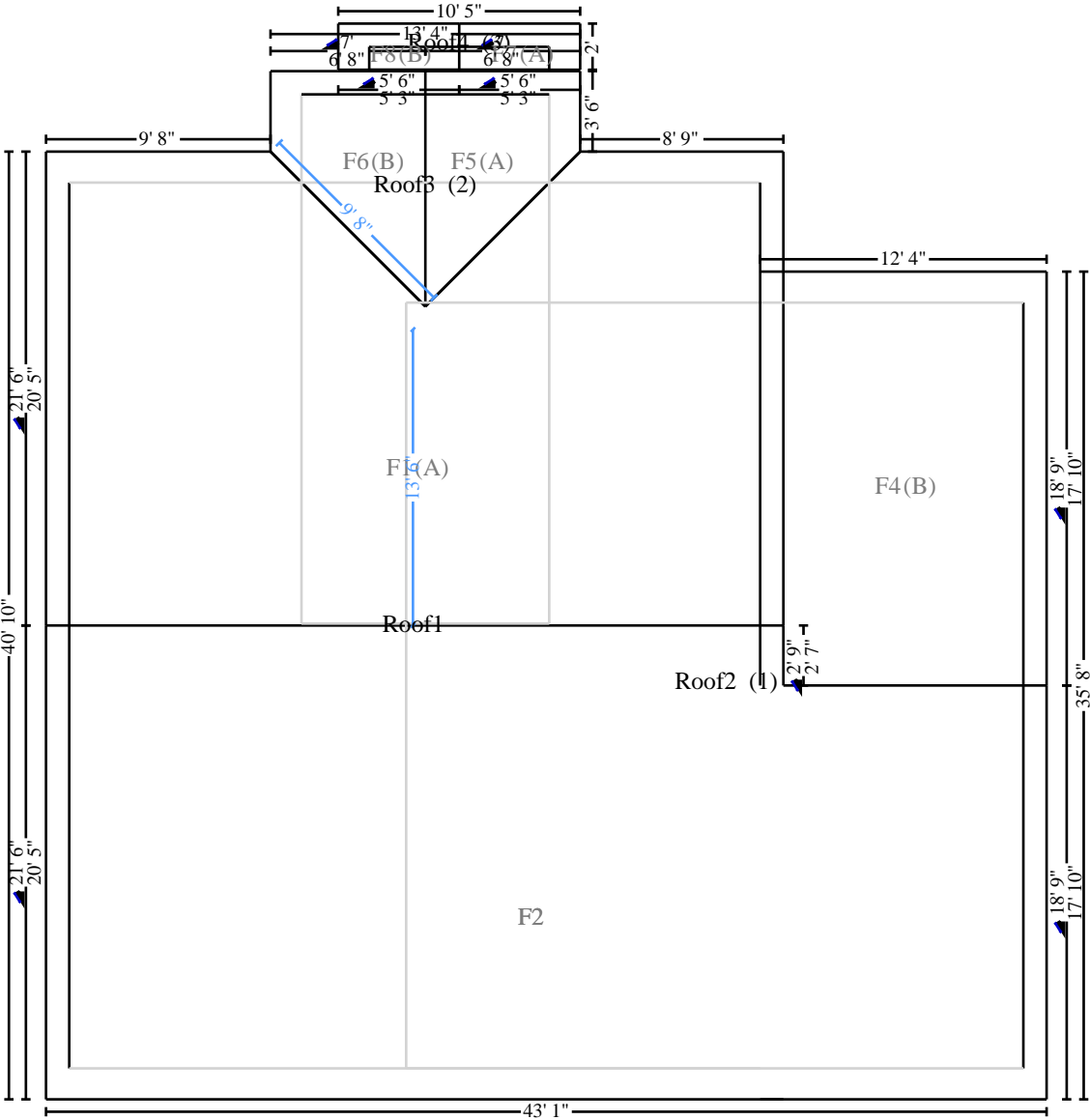
P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Grand Total Areas:

579.38 SF Walls	191.74 SF Ceiling	771.11 SF Walls and Ceiling
172.50 SF Floor	19.17 SY Flooring	52.83 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	63.36 LF Ceil. Perimeter
172.50 Floor Area	193.22 Total Area	579.38 Interior Wall Area
946.46 Exterior Wall Area	63.50 Exterior Perimeter of Walls	
1,880.71 Surface Area	18.81 Number of Squares	219.94 Total Perimeter Length
55.20 Total Ridge Length	0.00 Total Hip Length	



interior



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5208 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/5/2019 2:56 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-05-1456

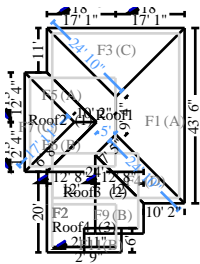


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-05-1456

Main Level



Roof1

2003.19 Surface Area	20.03 Number of Squares
203.05 Total Perimeter Length	40.33 Total Ridge Length
117.64 Total Hip Length	

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	20.03 SQ
Roofing felt - 15 lb. - double coverage/low slope	20.03 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	23.33 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	203.05 LF
Seal & paint trim - two coats	203.05 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	5.00 EA
R&R Flashing - pipe jack	3.00 EA
Prime & paint roof vent	10.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Skylight - double dome - Detach & reset	1.00 EA
Roll roofing	1.60 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

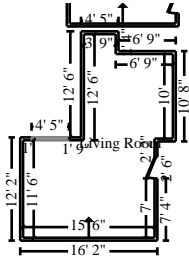
NOTES:

interior



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
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 888-493-5175 FAX



Living Room

Height: Sloped

754.69 SF Walls	296.44 SF Ceiling
1051.13 SF Walls & Ceiling	293.34 SF Floor
32.59 SY Flooring	76.41 LF Floor Perimeter
83.84 LF Ceil. Perimeter	

Missing Wall - Goes to Floor

4' 5" X 6' 8"

Opens into Exterior

Door

2' 6" X 6' 8"

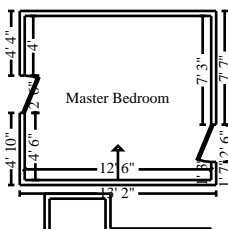
Opens into Exterior

DESCRIPTION

QTY

R&R 1/2" drywall - hung, taped, ready for texture	8.00 SF
Remove Acoustic ceiling (popcorn) texture	288.44 SF
Acoustic ceiling (popcorn) texture	296.44 SF
Mask wall - plastic, paper, tape (per LF)	83.84 LF
Mask per square foot for drywall work	293.34 SF
Seal the surface area w/PVA primer - one coat	8.00 SF

NOTES:



Master Bedroom

Height: Sloped

424.92 SF Walls	144.29 SF Ceiling
569.21 SF Walls & Ceiling	137.50 SF Floor
15.28 SY Flooring	42.00 LF Floor Perimeter
48.09 LF Ceil. Perimeter	

Door

2' 6" X 6' 8"

Opens into Exterior

Door

2' 6" X 6' 8"

Opens into Exterior

DESCRIPTION

QTY

R&R 1/2" drywall - hung, taped, ready for texture	8.00 SF
Remove Acoustic ceiling (popcorn) texture	136.29 SF
Acoustic ceiling (popcorn) texture	144.29 SF
Mask wall - plastic, paper, tape (per LF)	48.09 LF



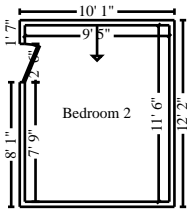
PROSTAR ADJUSTING

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CONTINUED - Master Bedroom

DESCRIPTION	QTY
Mask per square foot for drywall work	137.50 SF
Seal the surface area w/PVA primer - one coat	8.00 SF

NOTES:



Bedroom 2 **Height: Sloped**

391.21 SF Walls	113.20 SF Ceiling
504.40 SF Walls & Ceiling	108.29 SF Floor
12.03 SY Flooring	39.33 LF Floor Perimeter
42.87 LF Ceil. Perimeter	

Door **2' 6" X 6' 8"** **Opens into Exterior**

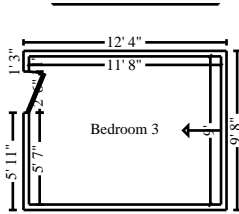
DESCRIPTION	QTY
R&R 1/2" drywall - hung, taped, ready for texture	8.00 SF
Remove Acoustic ceiling (popcorn) texture	105.20 SF
Acoustic ceiling (popcorn) texture	113.20 SF
Mask wall - plastic, paper, tape (per LF)	42.87 LF
Mask per square foot for drywall work	108.29 SF
Seal the surface area w/PVA primer - one coat	8.00 SF

NOTES:



PROSTAR ADJUSTING

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Bedroom 3

Height: Sloped

386.33 SF Walls	109.62 SF Ceiling
495.96 SF Walls & Ceiling	105.00 SF Floor
11.67 SY Flooring	38.83 LF Floor Perimeter
42.36 LF Ceil. Perimeter	

Door **2' 6" X 6' 8"** **Opens into Exterior**

DESCRIPTION	QTY
R&R 1/2" drywall - hung, taped, ready for texture	8.00 SF
Remove Acoustic ceiling (popcorn) texture	101.62 SF
Acoustic ceiling (popcorn) texture	109.62 SF
Mask wall - plastic, paper, tape (per LF)	42.36 LF
Mask per square foot for drywall work	105.00 SF
Seal the surface area w/PVA primer - one coat	8.00 SF

NOTES:

Debris Removal

DESCRIPTION	QTY
Haul debris - per pickup truck load - including dump fees	0.33 EA

NOTES:

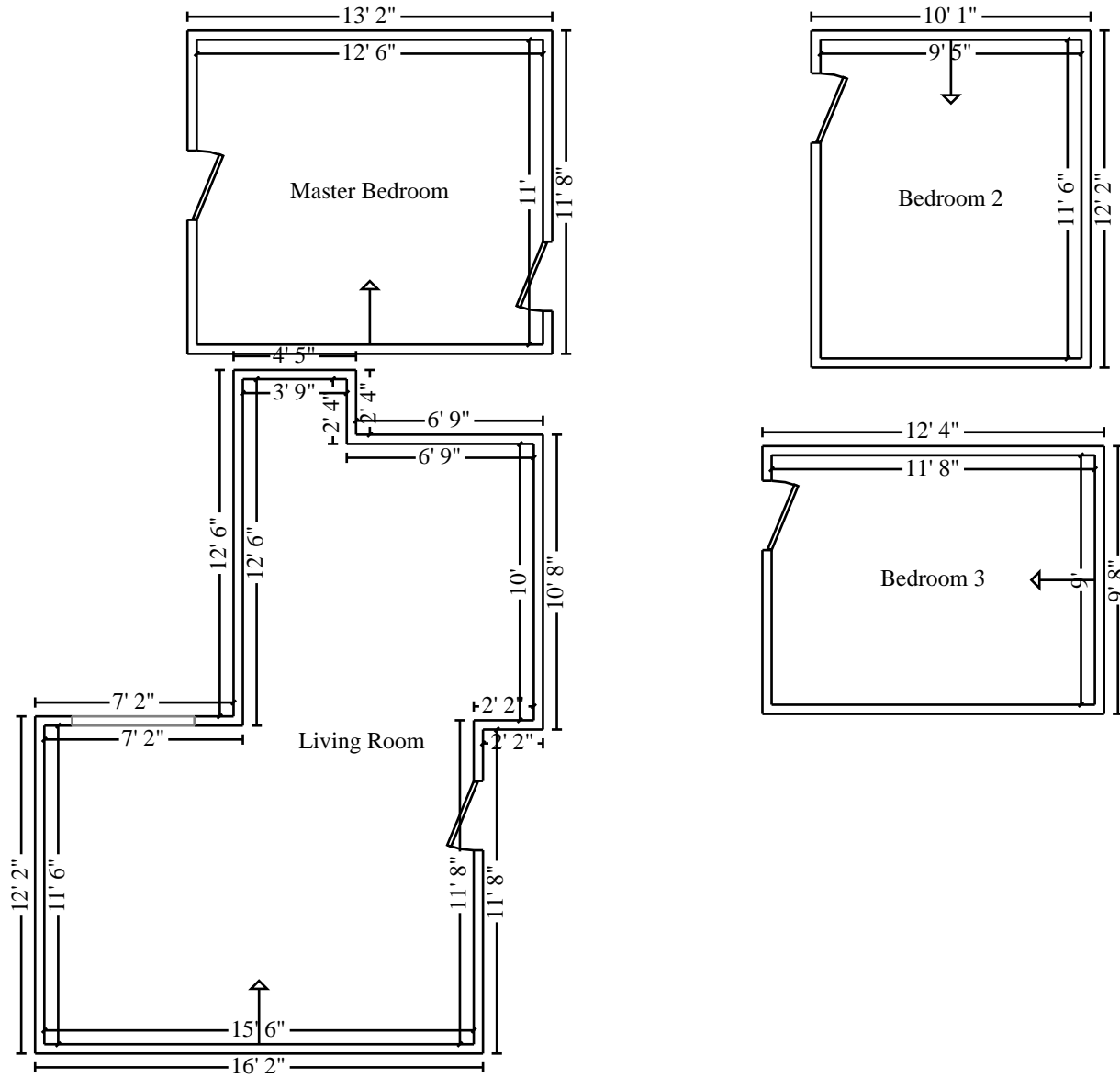


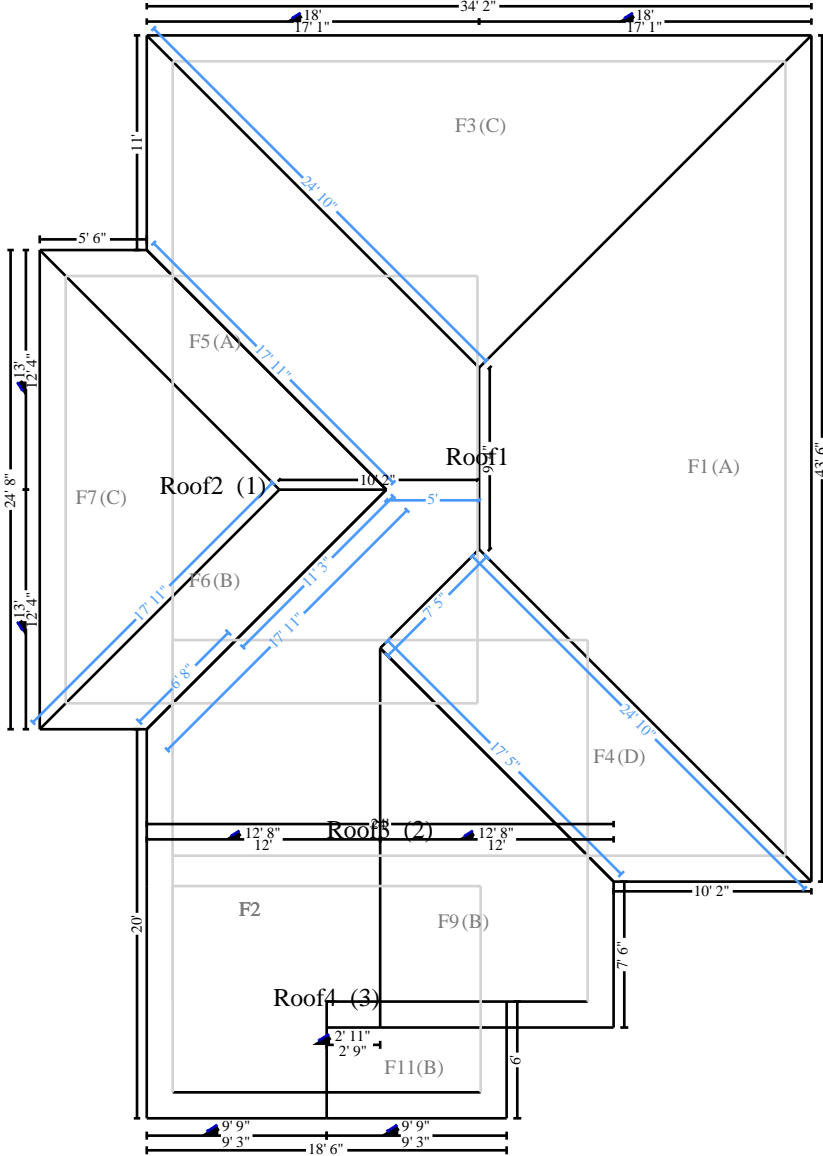
PROSTAR ADJUSTING

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WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Grand Total Areas:

1,957.15 SF Walls	663.55 SF Ceiling	2,620.70 SF Walls and Ceiling
644.13 SF Floor	71.57 SY Flooring	196.58 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	217.16 LF Ceil. Perimeter
644.13 Floor Area	717.07 Total Area	1,957.15 Interior Wall Area
2,323.23 Exterior Wall Area	224.16 Exterior Perimeter of Walls	
2,003.19 Surface Area	20.03 Number of Squares	203.05 Total Perimeter Length
40.33 Total Ridge Length	117.64 Total Hip Length	





Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5209 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/5/2019 2:44 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-05-1444

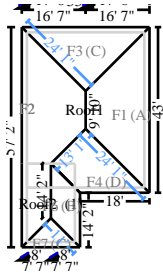


PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-05-1444

Main Level



Roof1

1728.96 Surface Area	17.29 Number of Squares
180.64 Total Perimeter Length	23.99 Total Ridge Length
107.37 Total Hip Length	

DESCRIPTION

DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - 3 tab	17.29 SQ
Roofing felt - 15 lb.	17.29 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	20.00 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	180.64 LF
Seal & paint trim - two coats	180.64 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	2.00 EA
R&R Flashing - pipe jack	3.00 EA
Dumpster load - Approx. 12 yards, 1-3 tons of debris	0.00 EA
Prime & paint roof vent	7.00 EA
Skylight - double dome - Detach & reset	1.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Roll roofing	0.33 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

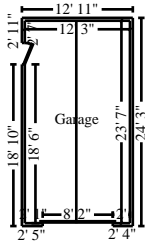
NOTES:

interior



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



Garage

Height: Peaked

542.38 SF Walls	332.75 SF Ceiling
875.12 SF Walls & Ceiling	288.90 SF Floor
32.10 SY Flooring	61.00 LF Floor Perimeter
75.39 LF Ceil. Perimeter	

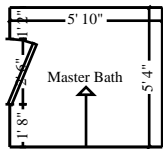
Door	2' 6" X 6' 8"	Opens into Exterior
Door	8' 2" X 7'	Opens into Exterior

DESCRIPTION

QTY

Seal & paint acoustic ceiling (popcorn) texture	332.75 SF
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NOTES:



Master Bath

Height: Sloped

201.08 SF Walls	37.21 SF Ceiling
238.30 SF Walls & Ceiling	31.11 SF Floor
3.46 SY Flooring	19.83 LF Floor Perimeter
24.43 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
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DESCRIPTION

QTY

Tape joint for new to existing drywall - per LF	4.00 LF
Texture drywall - light hand texture	6.00 SF
Seal the surface area w/PVA primer - one coat	6.00 SF
Paint the ceiling - one coat	37.21 SF
Mask per square foot for drywall work	31.11 SF

NOTES:



PROSTAR ADJUSTING

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866-620-0994 PHONE
888-493-5175 FAX

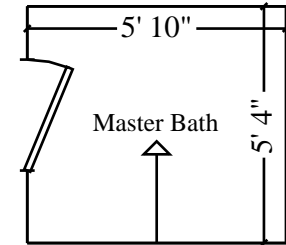
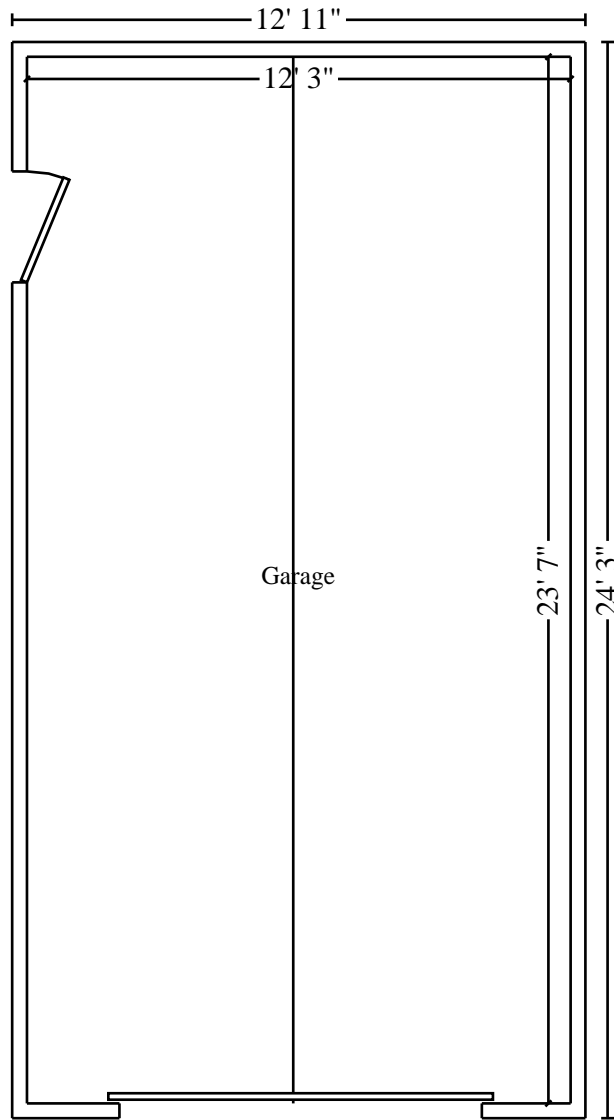
Labor Minimums Applied

DESCRIPTION	QTY
Drywall labor minimum	1.00 EA

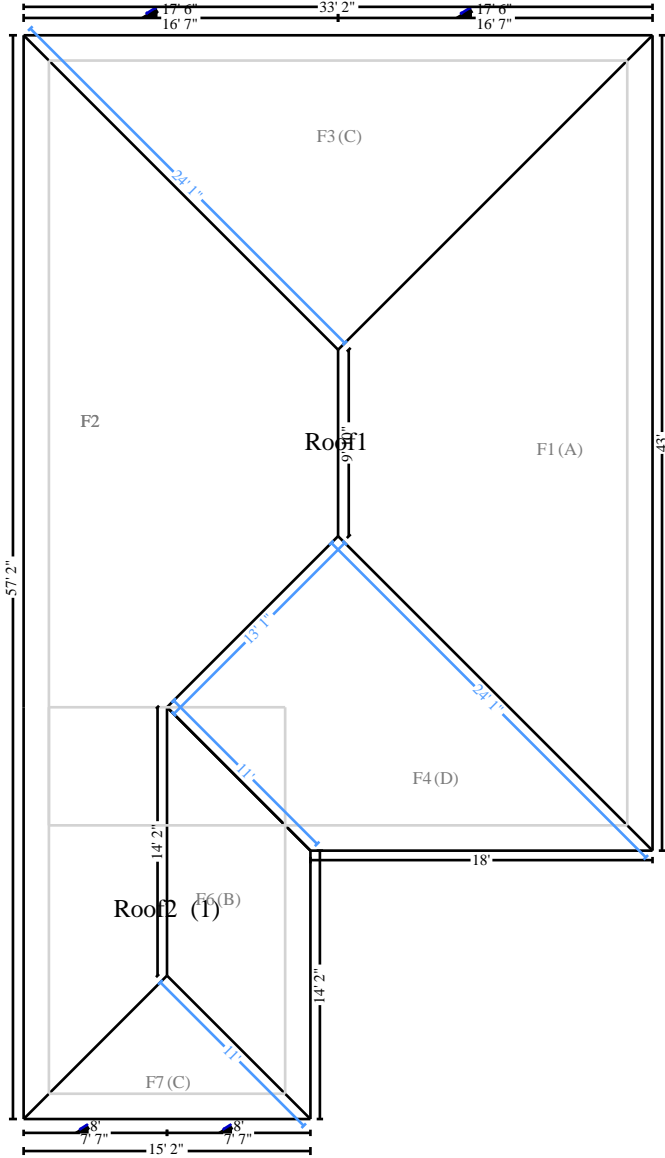
NOTES:

Grand Total Areas:

743.46 SF Walls	369.96 SF Ceiling	1,113.42 SF Walls and Ceiling
320.01 SF Floor	35.56 SY Flooring	80.83 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	99.81 LF Ceil. Perimeter
320.01 Floor Area	344.34 Total Area	743.46 Interior Wall Area
852.09 Exterior Wall Area	96.67 Exterior Perimeter of Walls	
1,728.96 Surface Area	17.29 Number of Squares	180.64 Total Perimeter Length
23.99 Total Ridge Length	107.37 Total Hip Length	



interior



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5212 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAOP-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019 12:00 AM

Date of Loss: 5/21/2018 12:00 AM

Date Inspected: 3/1/2019 12:00 AM

Date Received: 2/18/2019 12:00 AM

Date Entered: 3/5/2019 2:58 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-05-1458

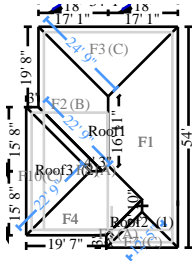


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-05-1458

Main Level



Roof1

1989.67 Surface Area	19.90 Number of Squares
182.70 Total Perimeter Length	22.71 Total Ridge Length
134.85 Total Hip Length	

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	19.90 SQ
Roofing felt - 15 lb.	19.90 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	23.00 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	182.70 LF
Seal & paint trim - two coats	182.70 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	3.00 EA
R&R Flashing - pipe jack	2.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Skylight - double dome - Detach & reset	1.00 EA
Roll roofing	1.10 SQ
valley liner	
Prime & paint roof vent	7.00 EA
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:

Interior

DESCRIPTION

QTY



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

CONTINUED - Interior

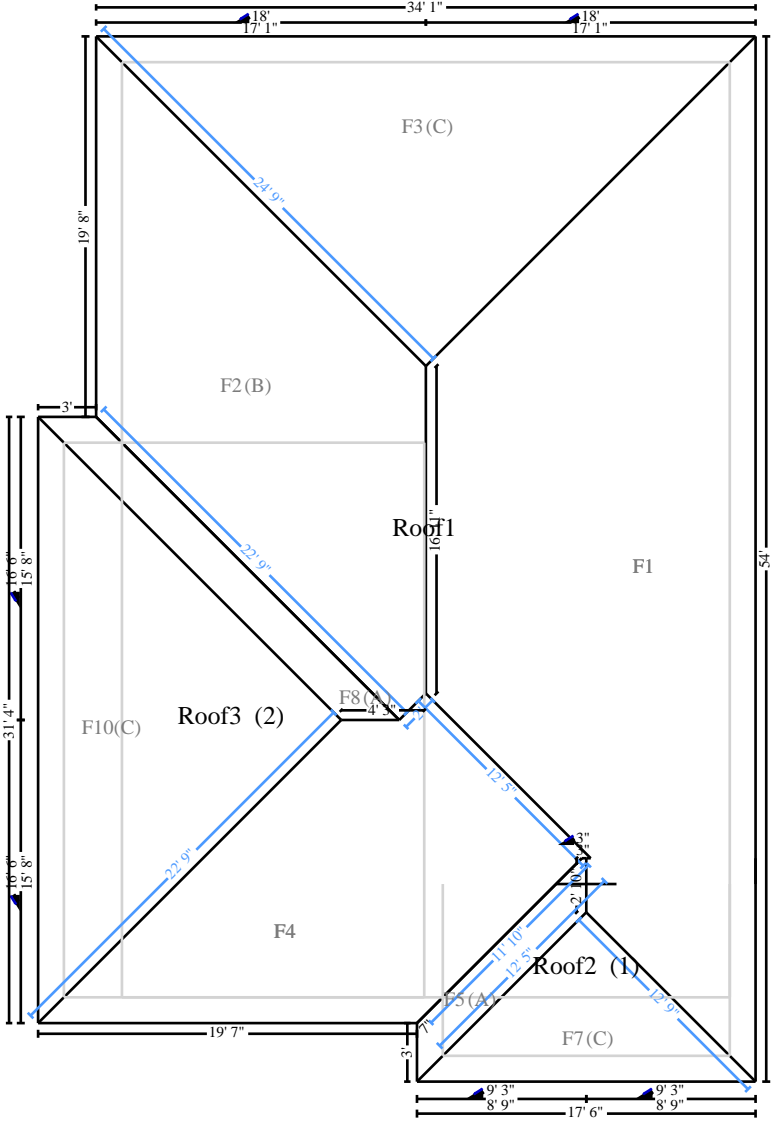
DESCRIPTION**QTY**

no interior damage

NOTES:

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
0.81 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
1,989.67 Surface Area	19.90 Number of Squares	182.70 Total Perimeter Length
22.71 Total Ridge Length	134.85 Total Hip Length	



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5213 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/5/2019 2:43 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-05-1443

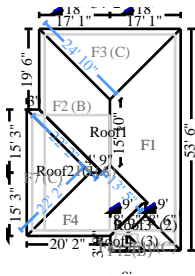


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-05-1443

Main Level



Roof1

1970.27 Surface Area	19.70 Number of Squares
191.63 Total Perimeter Length	25.94 Total Ridge Length
128.96 Total Hip Length	

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	19.70 SQ
Roofing felt - 15 lb. - double coverage/low slope	19.70 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	22.67 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	191.63 LF
Seal & paint trim - two coats	191.63 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	3.00 EA
R&R Flashing - pipe jack	3.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Digital satellite system - Detach & reset	1.00 EA
Prime & paint roof vent	8.00 EA
Roll roofing	1.20 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:

Interior

DESCRIPTION

QTY



PROSTAR ADJUSTING

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CONTINUED - Interior

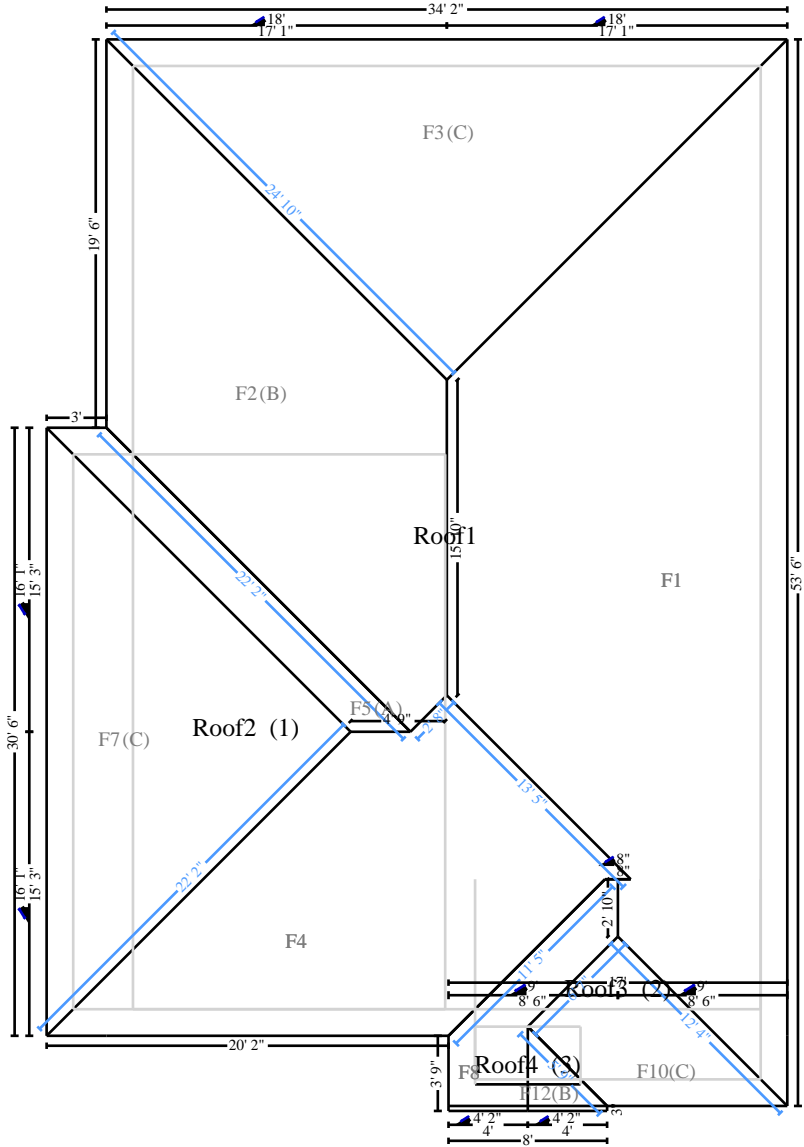
DESCRIPTION	QTY
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no interior damage

NOTES:

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
2.47 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
1,970.27 Surface Area	19.70 Number of Squares	191.63 Total Perimeter Length
25.94 Total Ridge Length	128.96 Total Hip Length	



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5216 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/4/2019 10:03 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-04-1003

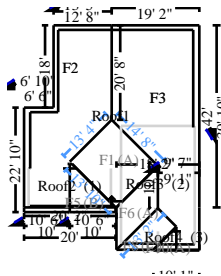


PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-04-1003

Main Level



Roof1

1707.70 Surface Area	17.08 Number of Squares
211.99 Total Perimeter Length	45.66 Total Ridge Length
47.04 Total Hip Length	

DESCRIPTION

DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - 3 tab	17.08 SQ
Roofing felt - 15 lb. - double coverage/low slope	17.08 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	19.67 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	211.99 LF
Seal & paint trim - two coats	211.99 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	2.00 EA
R&R Flashing - pipe jack	3.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Prime & paint roof vent	7.00 EA
Roll roofing	1.12 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

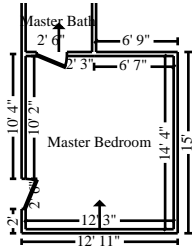
NOTES:

interior



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
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 888-493-5175 FAX



Master Bedroom

Height: Sloped

538.21 SF Walls	188.07 SF Ceiling
726.27 SF Walls & Ceiling	175.58 SF Floor
19.51 SY Flooring	48.17 LF Floor Perimeter
55.20 LF Ceil. Perimeter	

Door 2' 6" X 6' 8" **Opens into Exterior**

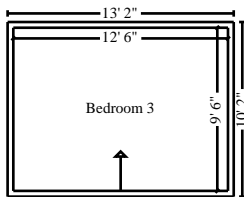
Door 2' 6" X 6' 8" **Opens into MASTER_BATH**

DESCRIPTION

QTY

ceiling	
R&R 1/2" drywall - hung, taped, ready for texture	12.00 SF
Remove Acoustic ceiling (popcorn) texture	176.07 SF
Acoustic ceiling (popcorn) texture	188.07 SF
Seal the surface area w/PVA primer - one coat	12.00 SF
Mask wall - plastic, paper, tape (per LF)	55.20 LF
Mask per square foot for drywall work	175.58 SF
walls	
R&R 1/2" drywall - hung, taped, ready for texture	12.00 SF
Texture drywall - light hand texture	16.00 SF
Paint the walls - one coat	538.21 SF
Seal the surface area w/PVA primer - one coat	16.00 SF

NOTES:



Bedroom 3

Height: Sloped

473.00 SF Walls	137.22 SF Ceiling
610.22 SF Walls & Ceiling	118.75 SF Floor
13.19 SY Flooring	44.00 LF Floor Perimeter
46.95 LF Ceil. Perimeter	

DESCRIPTION

QTY



PROSTAR ADJUSTING

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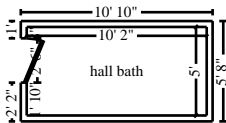
CONTINUED - Bedroom 3

DESCRIPTION	QTY
ceiling	
Tape joint for new to existing drywall - per LF	4.00 LF
Remove Acoustic ceiling (popcorn) texture	133.22 SF
Acoustic ceiling (popcorn) texture	137.22 SF
Seal the surface area w/PVA primer - one coat	4.00 SF
Mask wall - plastic, paper, tape (per LF)	46.95 LF
Mask per square foot for drywall work	118.75 SF

NOTES:

hall bath

Height: 8'



226.00 SF Walls	50.83 SF Ceiling
276.83 SF Walls & Ceiling	50.83 SF Floor
5.65 SY Flooring	27.83 LF Floor Perimeter
30.33 LF Ceil. Perimeter	

Door **2' 6" X 6' 8"** **Opens into Exterior**

DESCRIPTION	QTY
R&R 1/2" drywall - hung, taped, ready for texture patch wall and ceiling	40.00 SF
Texture drywall - light hand texture	60.00 SF
Seal the surface area w/PVA primer - one coat	60.00 SF
Paint part of the walls and ceiling - one coat	216.83 SF
Mask per square foot for drywall work	50.83 SF



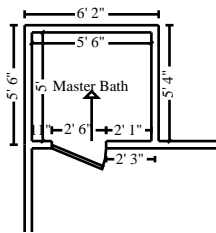
PROSTAR ADJUSTING

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 888-493-5175 FAX

CONTINUED - hall bath

DESCRIPTION **QTY**

NOTES:



Master Bath

Height: Sloped

198.58 SF Walls	27.64 SF Ceiling
226.22 SF Walls & Ceiling	27.50 SF Floor
3.06 SY Flooring	18.50 LF Floor Perimeter
21.05 LF Ceil. Perimeter	

Door

2' 6" X 6' 8"

Opens into MASTER_BEDRO

DESCRIPTION **QTY**

R&R 1/2" drywall - hung, taped, ready for texture patch wall	4.00 SF
Texture drywall - light hand texture	8.00 SF
Seal the surface area w/PVA primer - one coat	8.00 SF
Paint part of the walls - one coat	138.58 SF
Mask per square foot for drywall work	27.50 SF

NOTES:

Debris Removal

DESCRIPTION **QTY**



PROSTAR ADJUSTING

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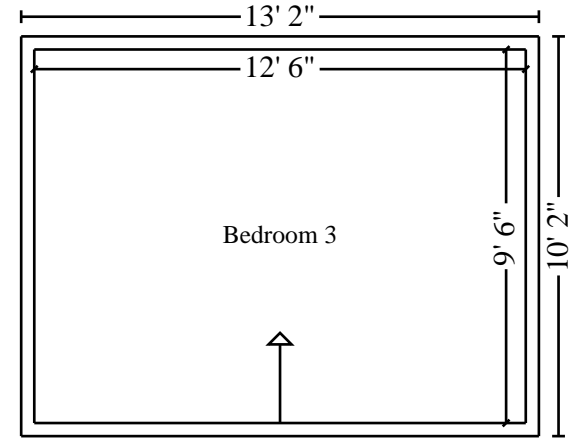
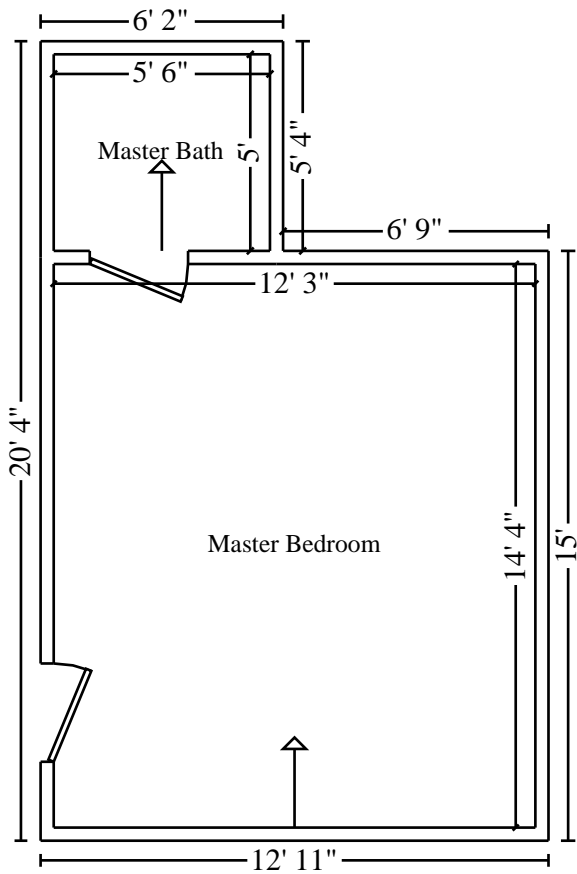
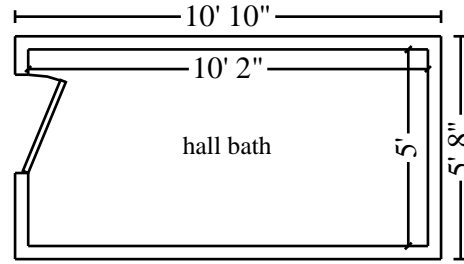
CONTINUED - Debris Removal

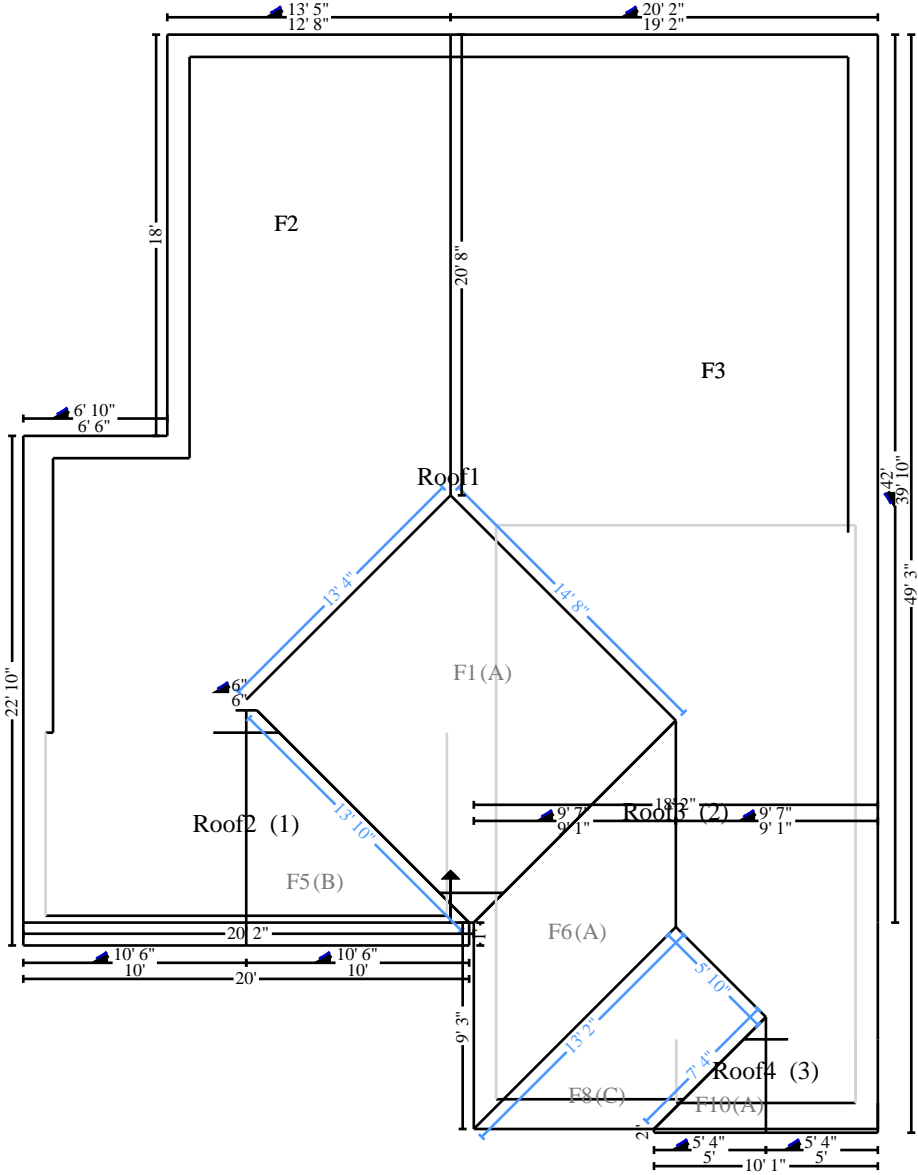
DESCRIPTION	QTY
Haul debris - per pickup truck load - including dump fees non roof debris removal	0.25 EA

NOTES:

Grand Total Areas:

1,435.79 SF Walls	403.75 SF Ceiling	1,839.54 SF Walls and Ceiling
372.67 SF Floor	41.41 SY Flooring	138.50 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	153.54 LF Ceil. Perimeter
372.67 Floor Area	421.89 Total Area	1,435.79 Interior Wall Area
1,755.63 Exterior Wall Area	146.17 Exterior Perimeter of Walls	
1,707.70 Surface Area	17.08 Number of Squares	211.99 Total Perimeter Length
45.66 Total Ridge Length	47.04 Total Hip Length	







PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5220 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2018

Date Received: 2/18/2019

Date Entered: 3/4/2019 9:57 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-04-0957

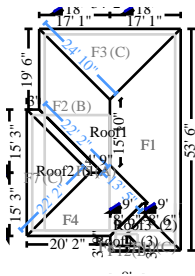


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-04-0957

Main Level



Roof1

1970.27 Surface Area	19.70 Number of Squares
191.63 Total Perimeter Length	25.94 Total Ridge Length
128.96 Total Hip Length	

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	19.70 SQ
Roofing felt - 15 lb. - double coverage/low slope	19.70 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	22.67 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	191.63 LF
Seal & paint trim - two coats	191.63 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	3.00 EA
R&R Flashing - pipe jack	3.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Digital satellite system - Detach & reset	1.00 EA
Prime & paint roof vent	8.00 EA
Roll roofing	1.20 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

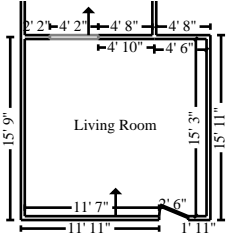
NOTES:

interior



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



Living Room

Height: Sloped

558.84 SF Walls	245.45 SF Ceiling
804.28 SF Walls & Ceiling	239.24 SF Floor
26.58 SY Flooring	55.21 LF Floor Perimeter
62.67 LF Ceil. Perimeter	

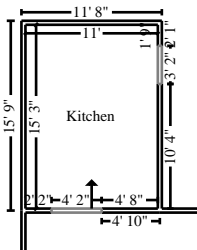
Door	2' 6" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	4' 2" X 6' 8"	Opens into KITCHEN

DESCRIPTION

QTY

R&R 1/2" drywall - hung, taped, ready for texture	4.00 SF
Remove Acoustic ceiling (popcorn) texture	241.45 SF
Acoustic ceiling (popcorn) texture	245.45 SF
Mask wall - plastic, paper, tape (per LF)	62.67 LF
Mask per square foot for drywall work	239.24 SF
Seal the surface area w/PVA primer - one coat	4.00 SF

NOTES:



Kitchen

Height: Sloped

463.39 SF Walls	172.33 SF Ceiling
635.73 SF Walls & Ceiling	167.98 SF Floor
18.66 SY Flooring	45.21 LF Floor Perimeter
53.33 LF Ceil. Perimeter	

Missing Wall - Goes to Floor	4' 2" X 6' 8"	Opens into LIVING_ROOM
Missing Wall - Goes to Floor	3' 2" X 6' 8"	Opens into Exterior

DESCRIPTION

QTY

R&R 1/2" drywall - hung, taped, ready for texture	6.00 SF
Texture drywall - light hand texture	10.00 SF
Seal the surface area w/PVA primer - one coat	10.00 SF
Paint the ceiling - one coat	172.33 SF



PROSTAR ADJUSTING

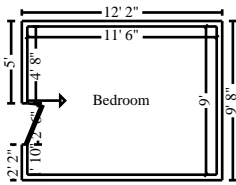
P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

CONTINUED - Kitchen

DESCRIPTION **QTY**

Mask per square foot for drywall work 167.98 SF

NOTES:



Bedroom

Height: Sloped

383.08 SF Walls	108.19 SF Ceiling
491.27 SF Walls & Ceiling	103.50 SF Floor
11.50 SY Flooring	38.50 LF Floor Perimeter
42.04 LF Ceil. Perimeter	

Door **2' 6" X 6' 8"** **Opens into Exterior**

DESCRIPTION **QTY**

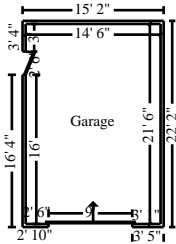
R&R 1/2" drywall - hung, taped, ready for texture	4.00 SF
Remove Acoustic ceiling (popcorn) texture	104.19 SF
Acoustic ceiling (popcorn) texture	108.19 SF
Mask wall - plastic, paper, tape (per LF)	42.04 LF
Mask per square foot for drywall work	103.50 SF
Seal the surface area w/PVA primer - one coat	4.00 SF

NOTES:



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



Garage

Height: Sloped

622.33 SF Walls	315.85 SF Ceiling
938.19 SF Walls & Ceiling	311.75 SF Floor
34.64 SY Flooring	60.50 LF Floor Perimeter
72.57 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Door	9' X 7'	Opens into Exterior

DESCRIPTION	QTY
R&R 1/2" drywall - hung, taped, ready for texture	48.00 SF
Remove Acoustic ceiling (popcorn) texture	267.85 SF
Acoustic ceiling (popcorn) texture	315.85 SF
Mask wall - plastic, paper, tape (per LF)	72.57 LF
Mask per square foot for drywall work	311.75 SF
Seal the surface area w/PVA primer - one coat	48.00 SF

NOTES:

Debris Removal

DESCRIPTION	QTY
Haul debris - per pickup truck load - including dump fees	0.25 EA
haul off non roof debris	

NOTES:

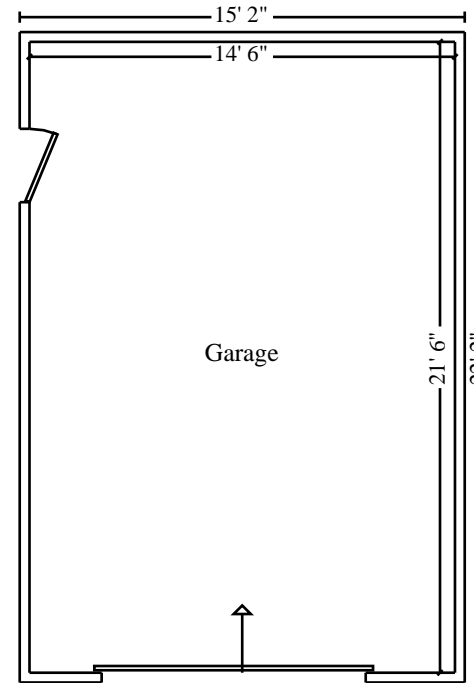
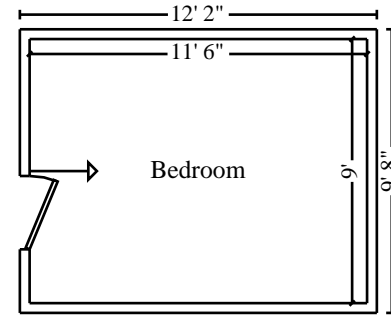
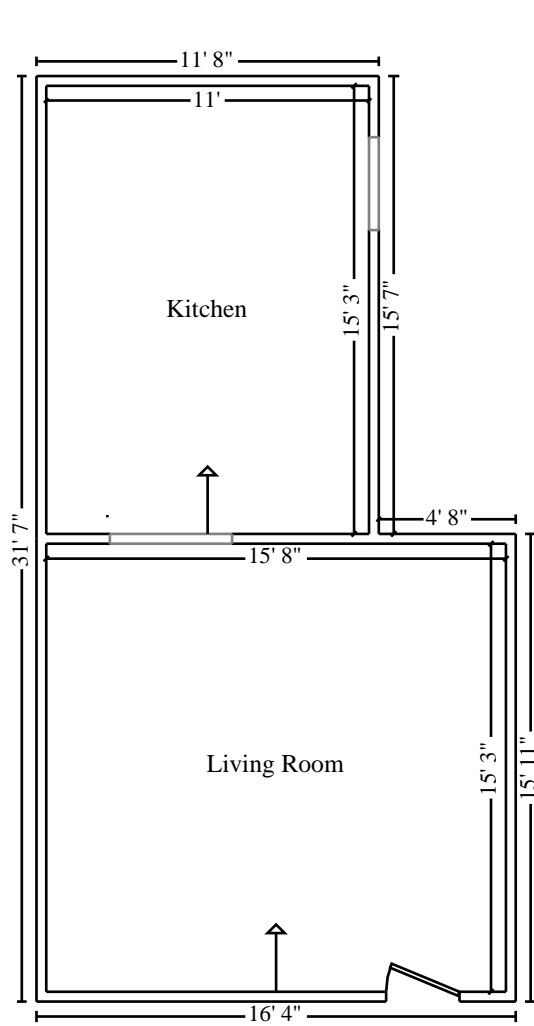


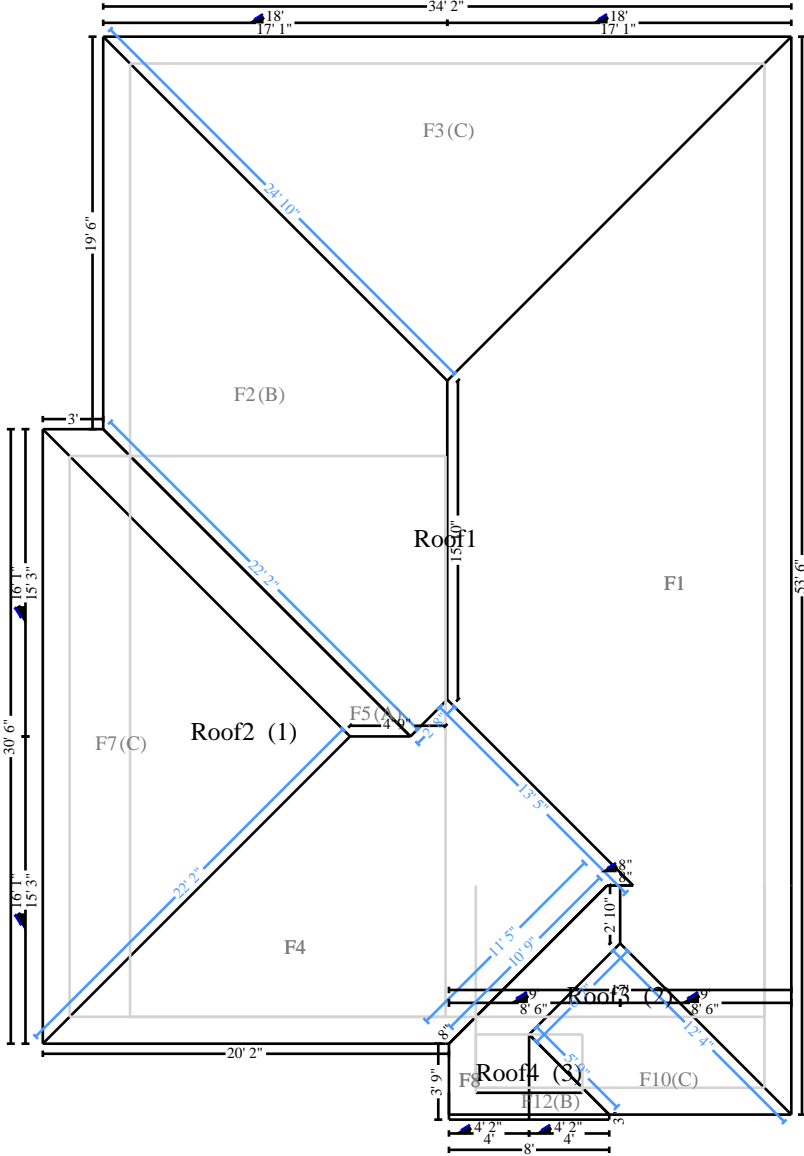
PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
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Grand Total Areas:

2,027.65 SF Walls	841.82 SF Ceiling	2,869.47 SF Walls and Ceiling
822.47 SF Floor	91.39 SY Flooring	199.42 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	230.61 LF Ceil. Perimeter
822.47 Floor Area	896.17 Total Area	2,027.65 Interior Wall Area
2,170.35 Exterior Wall Area	214.08 Exterior Perimeter of Walls	
1,970.27 Surface Area	19.70 Number of Squares	191.63 Total Perimeter Length
25.94 Total Ridge Length	128.96 Total Hip Length	







PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5224 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/4/2019 9:50 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-04-0950

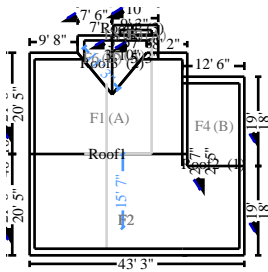


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-04-0950

Main Level



Roof1

1911.58 Surface Area
 234.29 Total Perimeter Length

19.12 Number of Squares
 57.09 Total Ridge Length

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	19.12 SQ
Roofing felt - 15 lb. - double coverage/low slope	19.12 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	21.33 SQ
The ridge and starter course are included in the 10% waste factor	
R&R Drip edge	234.29 LF
Seal & paint trim - two coats	234.29 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	3.00 EA
R&R Flashing - pipe jack	3.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Digital satellite system - Detach & reset	1.00 EA
Prime & paint roof vent	8.00 EA
Step flashing	19.00 LF
Roll roofing	0.70 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

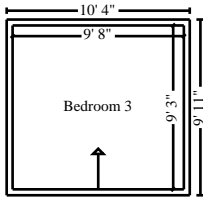
NOTES:

interior



PROSTAR ADJUSTING

P.O. BOX 2649
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 888-493-5175 FAX



Bedroom 3

Height: Sloped

368.88 SF Walls	95.60 SF Ceiling
464.48 SF Walls & Ceiling	89.42 SF Floor
9.94 SY Flooring	37.83 LF Floor Perimeter
39.11 LF Ceil. Perimeter	

DESCRIPTION

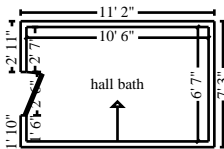
QTY

1/2" drywall - hung, taped, ready for texture	32.00 SF
Remove Acoustic ceiling (popcorn) texture	63.60 SF
Acoustic ceiling (popcorn) texture	95.60 SF
Mask wall - plastic, paper, tape (per LF)	39.11 LF
Mask per square foot for drywall work	89.42 SF
Seal the surface area w/PVA primer - one coat	32.00 SF
R&R Batt insulation - 4" - R13 - paper faced	32.00 SF

NOTES:

hall bath

Height: Sloped



402.14 SF Walls	74.05 SF Ceiling
476.19 SF Walls & Ceiling	69.24 SF Floor
7.69 SY Flooring	31.69 LF Floor Perimeter
35.10 LF Ceil. Perimeter	

Door

2' 6" X 6' 8"

Opens into Exterior

DESCRIPTION

QTY

R&R 1/2" drywall - hung, taped, ready for texture	4.00 SF
Texture drywall - light hand texture	8.00 SF
Seal the surface area w/PVA primer - one coat	8.00 SF
Paint the ceiling - one coat	74.05 SF



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

CONTINUED - hall bath

DESCRIPTION	QTY
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NOTES:

Debris Removal

DESCRIPTION	QTY
--------------------	------------

Haul debris - per pickup truck load - including dump fees haul off non roof debris	0.25 EA
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NOTES:

Labor Minimums Applied

DESCRIPTION	QTY
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Drywall labor minimum	1.00 EA
Insulation labor minimum	1.00 EA

NOTES:

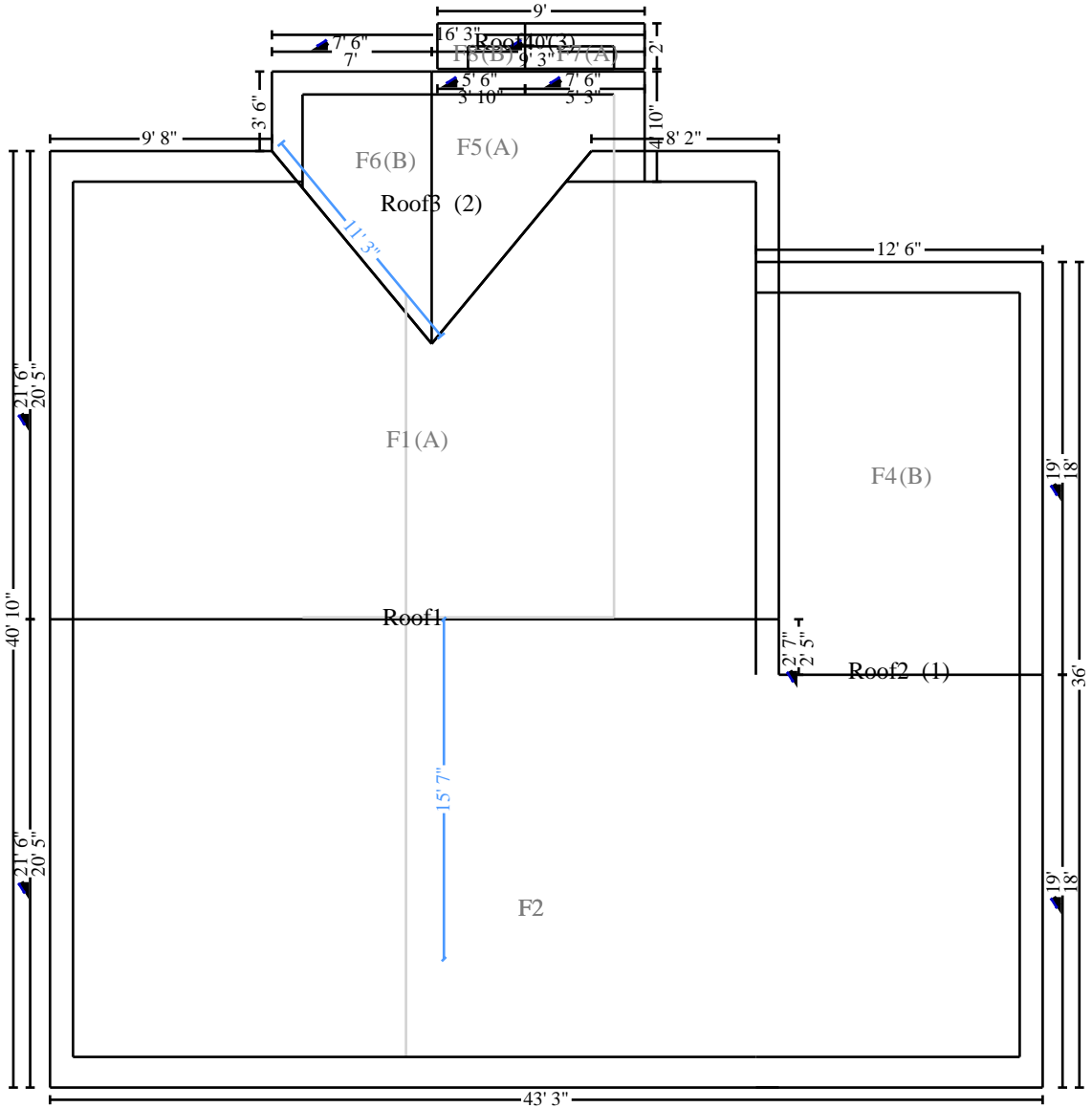


PROSTAR ADJUSTING

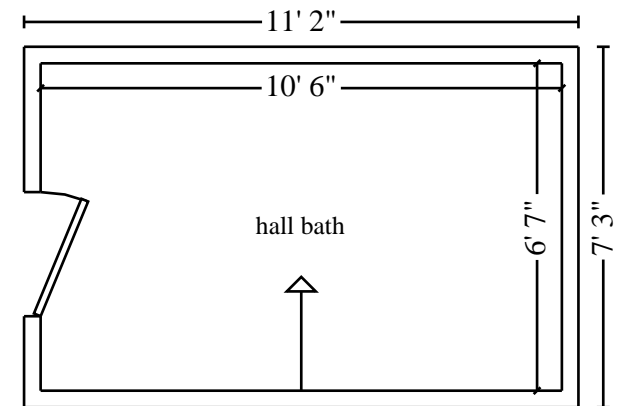
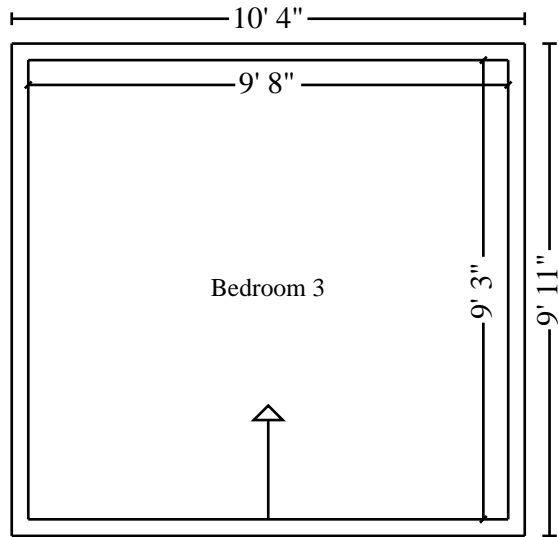
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Grand Total Areas:

771.02 SF Walls	169.65 SF Ceiling	940.67 SF Walls and Ceiling
158.66 SF Floor	17.63 SY Flooring	69.52 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	74.22 LF Ceil. Perimeter
158.66 Floor Area	183.55 Total Area	771.02 Interior Wall Area
1,368.22 Exterior Wall Area	77.36 Exterior Perimeter of Walls	
1,911.58 Surface Area	19.12 Number of Squares	234.29 Total Perimeter Length
57.09 Total Ridge Length	0.00 Total Hip Length	



Main Level



interior



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5228 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019 12:00 AM

Date of Loss: 5/21/2018 12:00 AM

Date Inspected: 3/1/2019 12:00 AM

Date Received: 2/18/2019 12:00 AM

Date Entered: 3/5/2019 2:41 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-05-1441

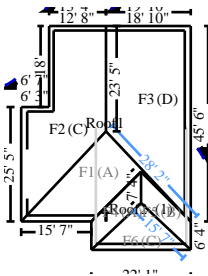


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 888-493-5175 FAX

2019-03-05-1441

Main Level



Roof1

1750.54 Surface Area	17.51 Number of Squares
176.83 Total Perimeter Length	30.36 Total Ridge Length
87.49 Total Hip Length	

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	17.51 SQ
Roofing felt - 15 lb. - double coverage/low slope	17.51 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	20.33 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	176.83 LF
Seal & paint trim - two coats	176.83 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	2.00 EA
R&R Flashing - pipe jack	4.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Prime & paint roof vent	8.00 EA
Roll roofing	0.50 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

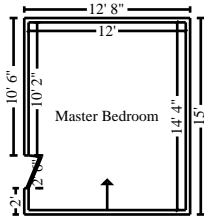
NOTES:

interior



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Master Bedroom

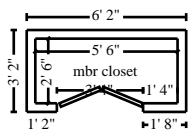
Height: Sloped

549.50 SF Walls	184.23 SF Ceiling
733.73 SF Walls & Ceiling	172.00 SF Floor
19.11 SY Flooring	50.17 LF Floor Perimeter
54.70 LF Ceil. Perimeter	

Door **2' 6" X 6' 8"** **Opens into Exterior**

DESCRIPTION	QTY
ceiling	
R&R 1/2" drywall - hung, taped, ready for texture	8.00 SF
Remove Acoustic ceiling (popcorn) texture	176.23 SF
Acoustic ceiling (popcorn) texture	184.23 SF
Seal the surface area w/PVA primer - one coat	8.00 SF
Mask wall - plastic, paper, tape (per LF)	54.70 LF
Mask per square foot for drywall work	172.00 SF
walls	
R&R 1/2" drywall - hung, taped, ready for texture	10.00 SF
Texture drywall - light hand texture	16.00 SF
Seal the surface area w/PVA primer - one coat	16.00 SF
Paint the walls - one coat	549.50 SF

NOTES:



mbr closet

Height: 8'

105.78 SF Walls	13.75 SF Ceiling
119.53 SF Walls & Ceiling	13.75 SF Floor
1.53 SY Flooring	12.67 LF Floor Perimeter
16.00 LF Ceil. Perimeter	

Door **3' 4" X 6' 8"** **Opens into Exterior**

DESCRIPTION	QTY
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CONTINUED - mbr closet

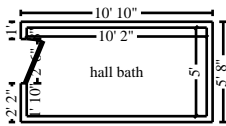
DESCRIPTION **QTY**

Seal & paint acoustic ceiling (popcorn) texture 13.75 SF

NOTES:

hall bath

Height: 8'



226.00 SF Walls	50.83 SF Ceiling
276.83 SF Walls & Ceiling	50.83 SF Floor
5.65 SY Flooring	27.83 LF Floor Perimeter
30.33 LF Ceil. Perimeter	

Door **2' 6" X 6' 8"** **Opens into Exterior**

DESCRIPTION **QTY**

R&R 1/2" drywall - hung, taped, ready for texture	16.00 SF
Texture drywall - light hand texture	20.00 SF
Seal the surface area w/PVA primer - one coat	20.00 SF
Paint the ceiling - one coat	50.83 SF
Mask per square foot for drywall work	50.83 SF

NOTES:

Debris Removal



PROSTAR ADJUSTING

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DESCRIPTION

QTY

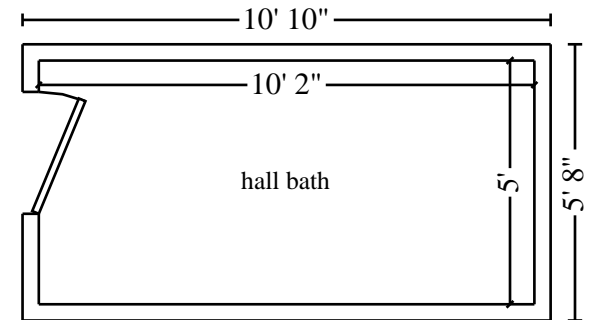
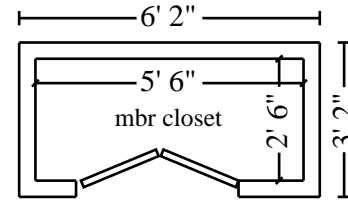
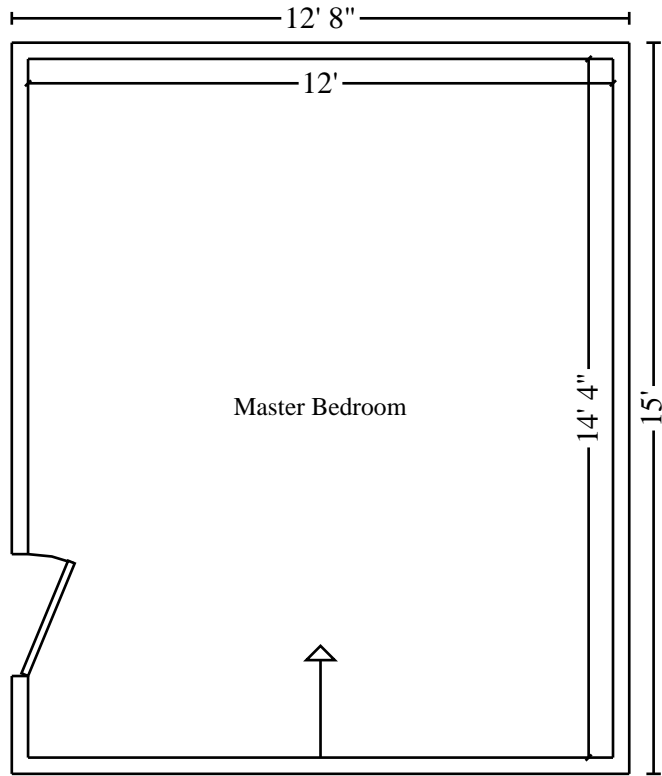
Haul debris - per pickup truck load - including dump fees
haul off non roof debris

0.25 EA

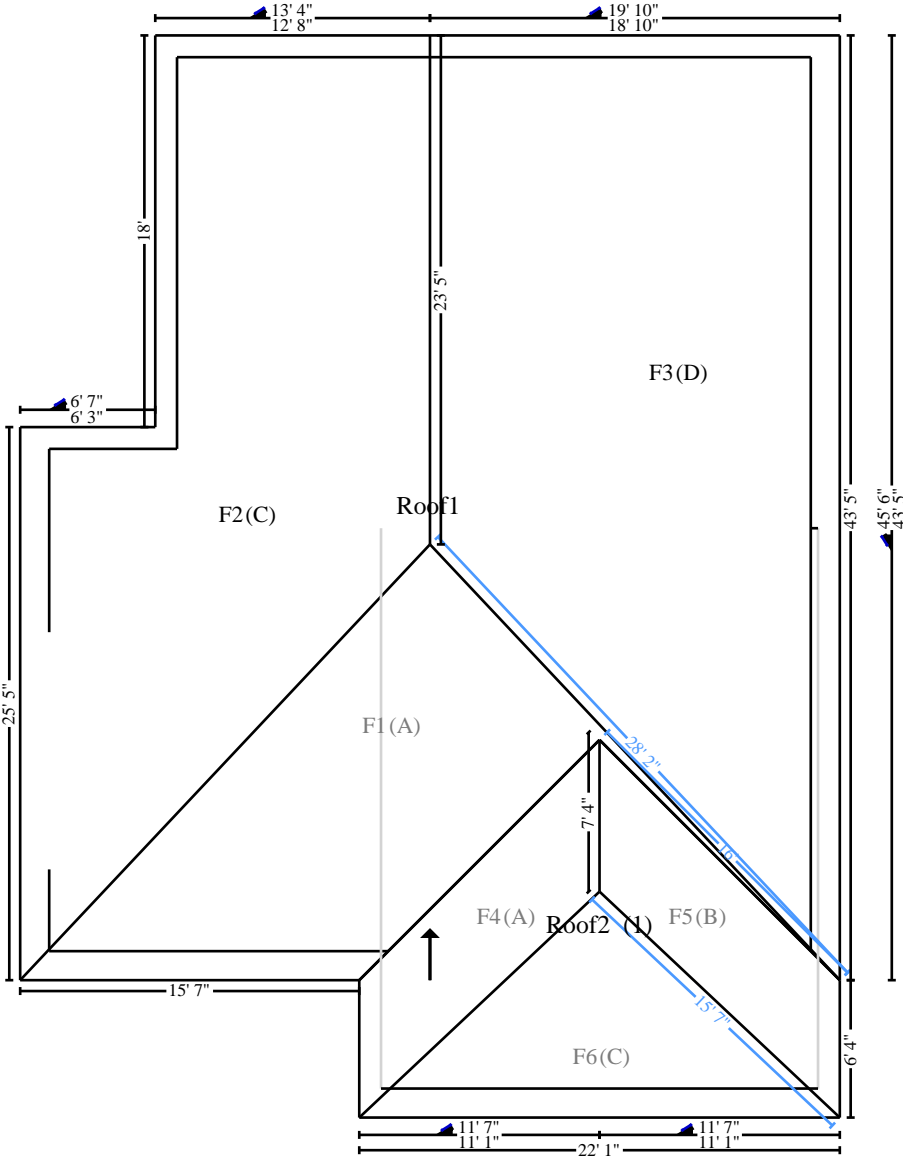
NOTES:

Grand Total Areas:

881.28 SF Walls	248.81 SF Ceiling	1,130.09 SF Walls and Ceiling
236.58 SF Floor	26.29 SY Flooring	90.67 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	101.04 LF Ceil. Perimeter
236.58 Floor Area	270.92 Total Area	881.28 Interior Wall Area
1,213.01 Exterior Wall Area	107.00 Exterior Perimeter of Walls	
1,750.54 Surface Area	17.51 Number of Squares	176.83 Total Perimeter Length
30.36 Total Ridge Length	87.49 Total Hip Length	



interior



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5232 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019 12:00 AM

Date of Loss: 5/21/2018 12:00 AM

Date Inspected: 3/1/2019 12:00 AM

Date Received: 2/18/2019 12:00 AM

Date Entered: 3/4/2019 9:45 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-04-0945

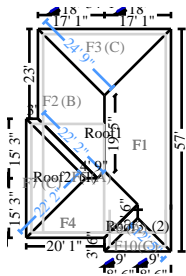


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-04-0945

Main Level



Roof1

2083.41 Surface Area	20.83 Number of Squares
188.09 Total Perimeter Length	25.92 Total Ridge Length
133.58 Total Hip Length	

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	20.83 SQ
Roofing felt - 15 lb. - double coverage/low slope	20.83 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	24.00 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	188.09 LF
Seal & paint trim - two coats	188.09 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	3.00 EA
R&R Flashing - pipe jack	3.00 EA
Prime & paint roof vent	8.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Skylight - double dome - Detach & reset	1.00 EA
Roll roofing	1.10 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

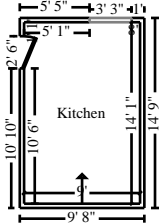
NOTES:

interior



PROSTAR ADJUSTING

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Kitchen

Height: Sloped

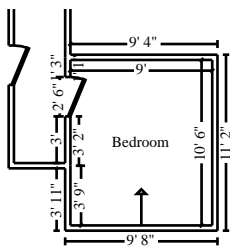
365.63 SF Walls	127.47 SF Ceiling
493.09 SF Walls & Ceiling	126.75 SF Floor
14.08 SY Flooring	40.42 LF Floor Perimeter
46.33 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	3' 3" X 6' 8"	Opens into Exterior

DESCRIPTION

DESCRIPTION	QTY
1/2" drywall - hung, taped, ready for texture patch ceiling	4.00 SF
Texture drywall - light hand texture	8.00 SF
Seal the surface area w/PVA primer - one coat	8.00 SF
Mask per square foot for drywall work	126.75 SF
Paint the walls - one coat	365.63 SF

NOTES:



Bedroom

Height: Sloped

363.58 SF Walls	99.61 SF Ceiling
463.20 SF Walls & Ceiling	94.50 SF Floor
10.50 SY Flooring	36.50 LF Floor Perimeter
40.14 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into HALLWAY
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DESCRIPTION

DESCRIPTION	QTY
Seal & paint acoustic ceiling (popcorn) texture	99.61 SF
Mask per square foot for drywall work	94.50 SF



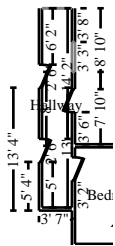
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CONTINUED - Bedroom

DESCRIPTION **QTY**

NOTES:



Hallway

Height: 7'

237.75 SF Walls	70.42 SF Ceiling
308.17 SF Walls & Ceiling	70.42 SF Floor
7.82 SY Flooring	33.33 LF Floor Perimeter
46.58 LF Ceil. Perimeter	

Missing Wall	3' 3" X 7'	Opens into Exterior
Door	2' 6" X 6' 8"	Opens into Exterior
Door	2' 6" X 6' 8"	Opens into Exterior
Door	2' 6" X 6' 8"	Opens into BEDROOM
Missing Wall - Goes to Floor	3' 3" X 6' 8"	Opens into Exterior
Door	2' 6" X 6' 8"	Opens into Exterior

DESCRIPTION **QTY**

1/2" drywall - hung, taped, ready for texture patch ceiling	4.00 SF
Remove Acoustic ceiling (popcorn) texture	66.42 SF
Acoustic ceiling (popcorn) texture	70.42 SF
Mask wall - plastic, paper, tape (per LF)	46.58 LF
Mask per square foot for drywall work	70.42 SF
Seal the surface area w/PVA primer - one coat	4.00 SF



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CONTINUED - Hallway

DESCRIPTION	QTY
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NOTES:

Debris Removal

DESCRIPTION	QTY
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haul off non roof debris	
Haul debris - per pickup truck load - including dump fees	0.25 EA

NOTES:

Labor Minimums Applied

DESCRIPTION	QTY
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Drywall labor minimum	1.00 EA
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NOTES:

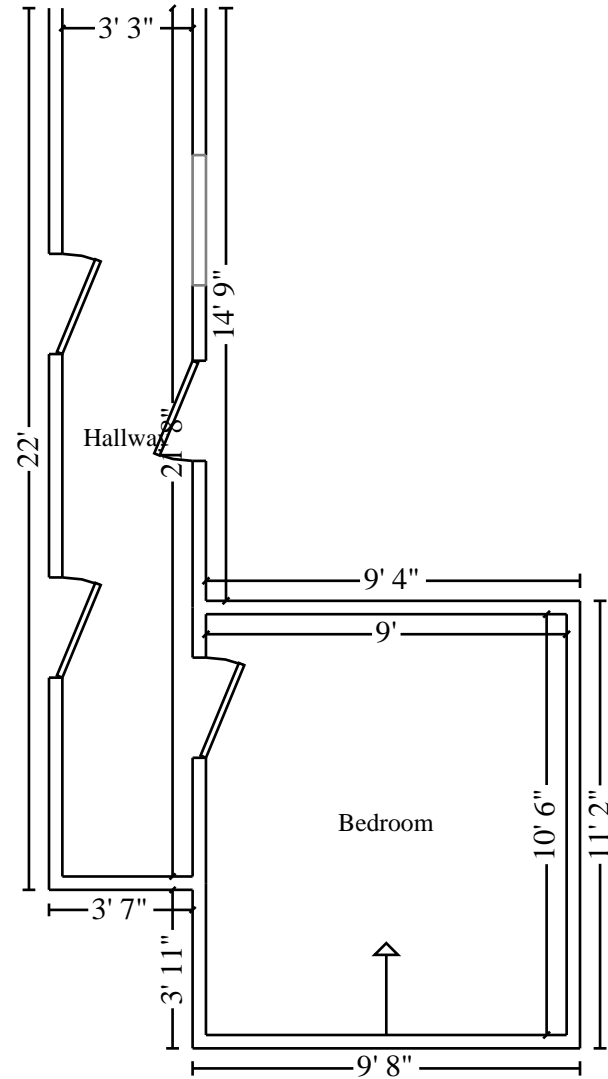
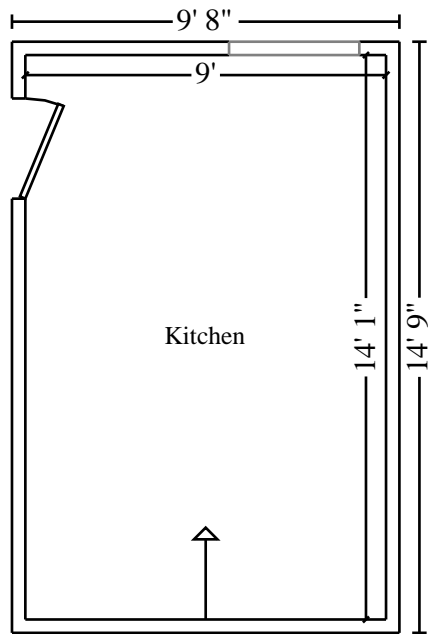


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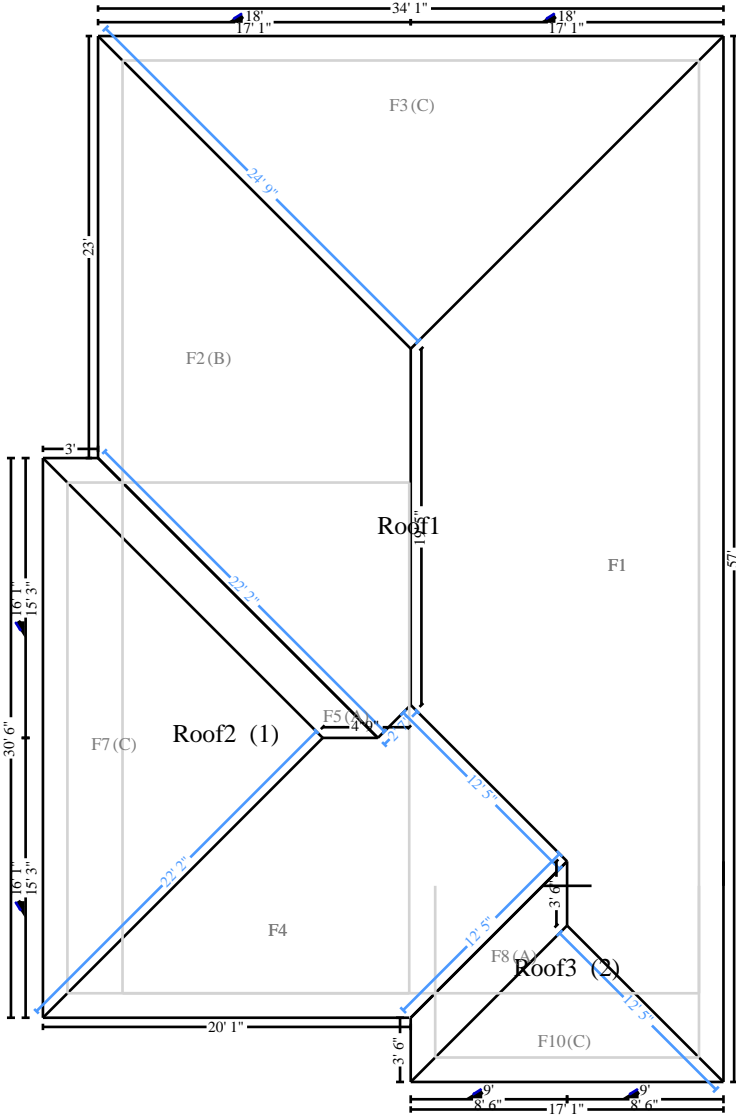
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WYLIE TX 75098
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Grand Total Areas:

966.96 SF Walls	297.50 SF Ceiling	1,264.45 SF Walls and Ceiling
291.67 SF Floor	32.41 SY Flooring	110.25 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	133.05 LF Ceil. Perimeter
291.67 Floor Area	334.29 Total Area	966.96 Interior Wall Area
1,054.38 Exterior Wall Area	126.58 Exterior Perimeter of Walls	
2,083.41 Surface Area	20.83 Number of Squares	188.09 Total Perimeter Length
25.92 Total Ridge Length	133.58 Total Hip Length	



interior



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5236 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/4/2019 9:39 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-04-0923

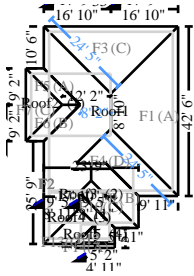


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-04-0923

Main Level



Roof1

1896.76 Surface Area	18.97 Number of Squares
205.61 Total Perimeter Length	27.54 Total Ridge Length
152.80 Total Hip Length	

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	18.97 SQ
Roofing felt - 15 lb. - double coverage/low slope	18.97 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	22.00 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	205.61 LF
Seal & paint trim - two coats	205.61 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	4.00 EA
R&R Flashing - pipe jack	3.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Skylight - double dome - Detach & reset	1.00 EA
Prime & paint roof vent	9.00 EA
Roll roofing	1.74 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:

Exterior

DESCRIPTION

QTY



PROSTAR ADJUSTING

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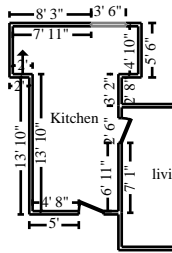
CONTINUED - Exterior

DESCRIPTION **QTY**

R&R Window screen, 1 - 9 SF 1.00 EA

NOTES:

interior



Kitchen

Height: Sloped

616.15 SF Walls	187.50 SF Ceiling
803.65 SF Walls & Ceiling	181.11 SF Floor
20.12 SY Flooring	54.17 LF Floor Perimeter
63.98 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Door	2' 6" X 6' 8"	Opens into LIVINING_ROO
Missing Wall - Goes to Floor	3' 6" X 6' 8"	Opens into Exterior

DESCRIPTION **QTY**

1/2" drywall - hung, taped, ready for texture patch ceiling	20.00 SF
Remove Acoustic ceiling (popcorn) texture	167.50 SF
Acoustic ceiling (popcorn) texture	187.50 SF
Mask wall - plastic, paper, tape (per LF)	63.98 LF
Mask per square foot for drywall work	181.11 SF
Seal the surface area w/PVA primer - one coat	20.00 SF
R&R Batt insulation - 4" - R13 - paper faced	20.00 SF



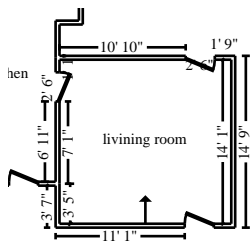
PROSTAR ADJUSTING

P.O.BOX 2649
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 866-620-0994 PHONE
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CONTINUED - Kitchen

DESCRIPTION **QTY**

NOTES:



living room

Height: Sloped

555.50 SF Walls	220.43 SF Ceiling
775.93 SF Walls & Ceiling	207.73 SF Floor
23.08 SY Flooring	50.17 LF Floor Perimeter
59.39 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into KITCHEN
Door	2' 6" X 6' 8"	Opens into Exterior
Door	2' 6" X 6' 8"	Opens into Exterior

DESCRIPTION **QTY**

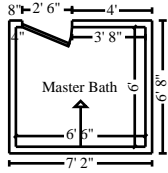
1/2" drywall - hung, taped, ready for texture patch ceiling	4.00 SF
Remove Acoustic ceiling (popcorn) texture	216.43 SF
Acoustic ceiling (popcorn) texture	220.43 SF
Mask wall - plastic, paper, tape (per LF)	59.39 LF
Mask per square foot for drywall work	207.73 SF
Seal the surface area w/PVA primer - one coat	4.00 SF

NOTES:



PROSTAR ADJUSTING

P.O. BOX 2649
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 888-493-5175 FAX



Master Bath

Height: Sloped

252.08 SF Walls	40.20 SF Ceiling
292.28 SF Walls & Ceiling	39.00 SF Floor
4.33 SY Flooring	22.50 LF Floor Perimeter
25.37 LF Ceil. Perimeter	

Door **2' 6" X 6' 8"** **Opens into Exterior**

DESCRIPTION	QTY
1/2" drywall - hung, taped, ready for texture patch ceiling and wall	12.00 SF
Texture drywall - light hand texture	20.00 SF
Mask per square foot for drywall work	39.00 SF
Seal the surface area w/PVA primer - one coat	20.00 SF
Paint the walls and ceiling - one coat	292.28 SF

NOTES:

Debris Removal

DESCRIPTION	QTY
Haul debris - per pickup truck load - including dump fees	0.25 EA

NOTES:

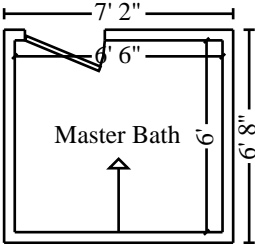
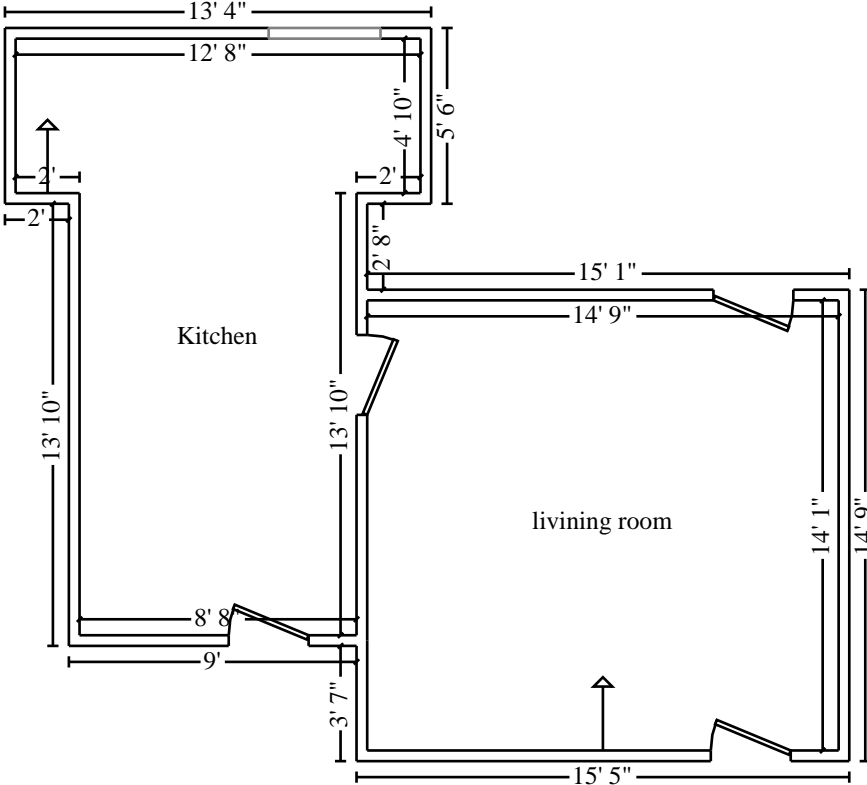


PROSTAR ADJUSTING

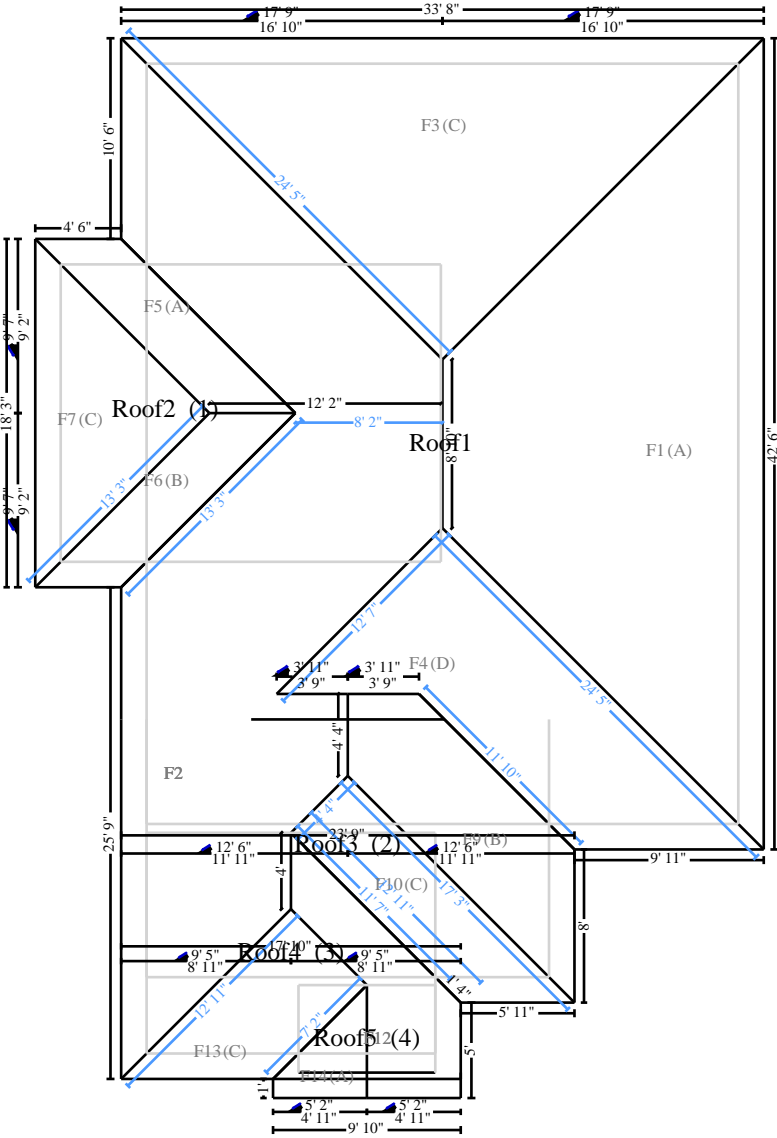
P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Grand Total Areas:

1,423.74 SF Walls	448.13 SF Ceiling	1,871.87 SF Walls and Ceiling
427.84 SF Floor	47.54 SY Flooring	126.83 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	148.74 LF Ceil. Perimeter
427.84 Floor Area	473.90 Total Area	1,423.74 Interior Wall Area
1,448.98 Exterior Wall Area	130.38 Exterior Perimeter of Walls	
1,896.76 Surface Area	18.97 Number of Squares	205.61 Total Perimeter Length
27.54 Total Ridge Length	152.80 Total Hip Length	



interior



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5240 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
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Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

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Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

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Date Received: 2/18/2019

Date Entered: 3/4/2019 9:06 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-04-0906

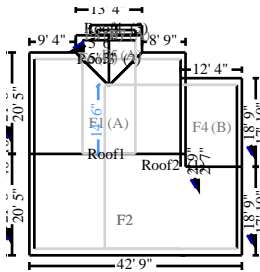


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-04-0906

Main Level



Roof1

1866.37 Surface Area
 219.27 Total Perimeter Length

18.66 Number of Squares
 54.87 Total Ridge Length

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	18.66 SQ
Roofing felt - 15 lb.	18.66 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	20.67 SQ
The ridge and starter course are included in the 10% waste factor	
R&R Drip edge	219.27 LF
Seal & paint trim - two coats	219.94 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	4.00 EA
R&R Flashing - pipe jack	2.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Digital satellite system - Detach & reset	1.00 EA
Prime & paint roof vent	8.00 EA
Step flashing	18.75 LF
Valley metal	60.00 LF
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

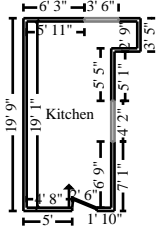
NOTES:

INTERIOR



PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



Kitchen

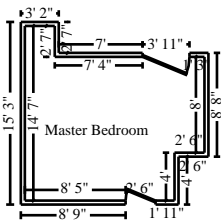
Height: Sloped

582.40 SF Walls	178.55 SF Ceiling
760.96 SF Walls & Ceiling	172.72 SF Floor
19.19 SY Flooring	50.67 LF Floor Perimeter
62.12 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	4' 2" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	3' 6" X 6' 8"	Opens into Exterior

DESCRIPTION	QTY
Drywall tape joint/repair - per LF patch wall and ceiling	4.00 LF
Remove Acoustic ceiling (popcorn) texture	174.55 SF
Acoustic ceiling (popcorn) texture	178.55 SF
Mask wall - plastic, paper, tape (per LF)	62.12 LF
Mask per square foot for drywall work	172.72 SF

NOTES:



Master Bedroom

Height: 8'

430.56 SF Walls	176.46 SF Ceiling
607.01 SF Walls & Ceiling	176.46 SF Floor
19.61 SY Flooring	52.75 LF Floor Perimeter
59.17 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Door	3' 11" X 6' 8"	Opens into Exterior

DESCRIPTION	QTY
CEILING	
R&R 1/2" drywall - hung, taped, ready for texture patch ceiling	24.00 SF



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

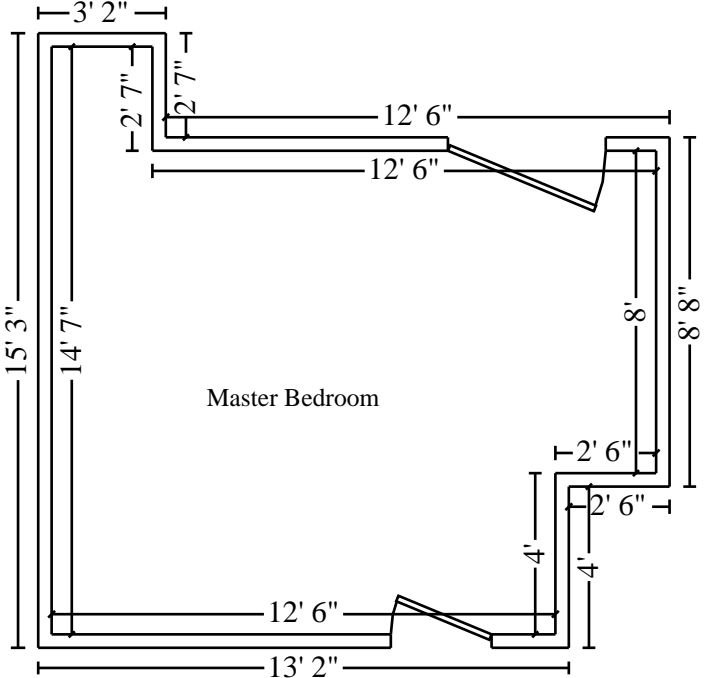
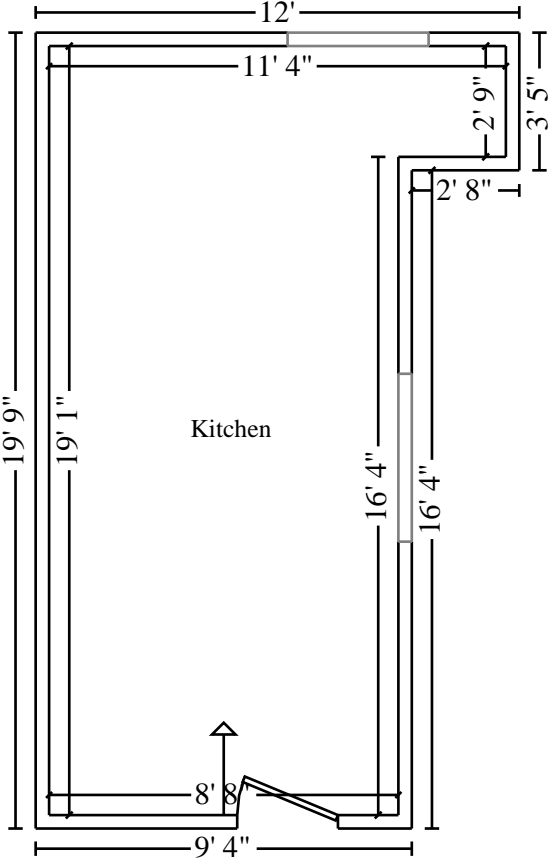
CONTINUED - Master Bedroom

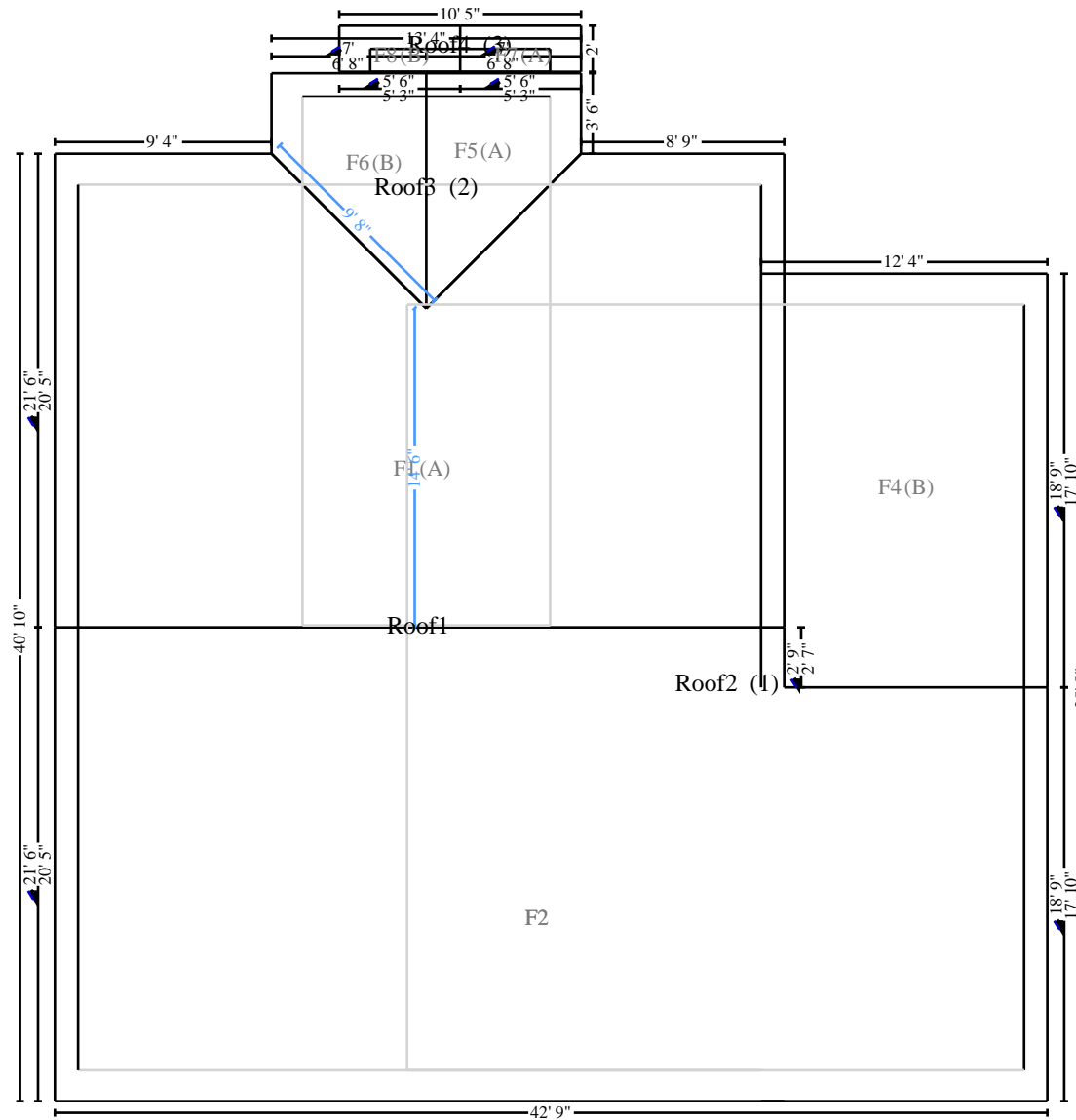
DESCRIPTION	QTY
Remove Acoustic ceiling (popcorn) texture	152.46 SF
Acoustic ceiling (popcorn) texture	176.46 SF
Mask wall - plastic, paper, tape (per LF)	59.17 LF
Mask per square foot for drywall work	176.46 SF
Seal the surface area w/PVA primer - one coat	24.00 SF
Haul debris - per pickup truck load - including dump fees	0.25 EA
haul off non roof debris	

NOTES:

Grand Total Areas:

1,012.96 SF Walls	355.01 SF Ceiling	1,367.97 SF Walls and Ceiling
349.18 SF Floor	38.80 SY Flooring	103.42 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	121.29 LF Ceil. Perimeter
349.18 Floor Area	390.07 Total Area	1,012.96 Interior Wall Area
1,462.89 Exterior Wall Area	125.33 Exterior Perimeter of Walls	
1,866.37 Surface Area	18.66 Number of Squares	219.27 Total Perimeter Length
54.87 Total Ridge Length	0.00 Total Hip Length	





Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5241 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/4/2019 8:30 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-04-0829

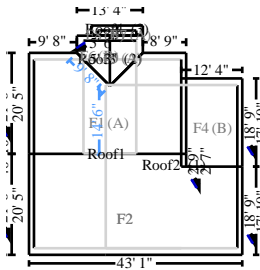


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-04-0829

Main Level



Roof1

1880.71 Surface Area
 219.94 Total Perimeter Length

18.81 Number of Squares
 56.20 Total Ridge Length

DESCRIPTION

DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - 3 tab	18.81 SQ
Roofing felt - 15 lb.	18.81 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	21.00 SQ
The ridge and starter course are included in the 10% waste factor	
R&R Drip edge	219.94 LF
Seal & paint trim - two coats	219.94 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	4.00 EA
R&R Flashing - pipe jack	2.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Digital satellite system - Detach & reset	1.00 EA
Prime & paint roof vent	8.00 EA
Step flashing	18.75 LF
Roll roofing	0.60 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:

Exterior



PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

DESCRIPTION

R&R Window screen, 1 - 9 SF

QTY

1.00 EA

NOTES:

interior



Living Room

Height: 8'

418.90 SF Walls	170.85 SF Ceiling
589.75 SF Walls & Ceiling	170.85 SF Floor
18.98 SY Flooring	50.67 LF Floor Perimeter
60.83 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	4' 2" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	3' 6" X 6' 8"	Opens into Exterior

DESCRIPTION

	QTY
R&R 1/2" drywall - hung, taped, ready for texture patch wall and ceiling	12.00 SF
Remove Acoustic ceiling (popcorn) texture	164.85 SF
Acoustic ceiling (popcorn) texture	170.85 SF
Mask wall - plastic, paper, tape (per LF)	60.83 LF
Mask per square foot for drywall work	170.85 SF
Texture drywall - light hand texture	10.00 SF
Seal the surface area w/PVA primer - one coat	16.00 SF
Paint the walls - one coat	418.90 SF
Contents - move out then reset	1.00 EA
Haul debris - per pickup truck load - including dump fees	0.25 EA

NOTES:



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

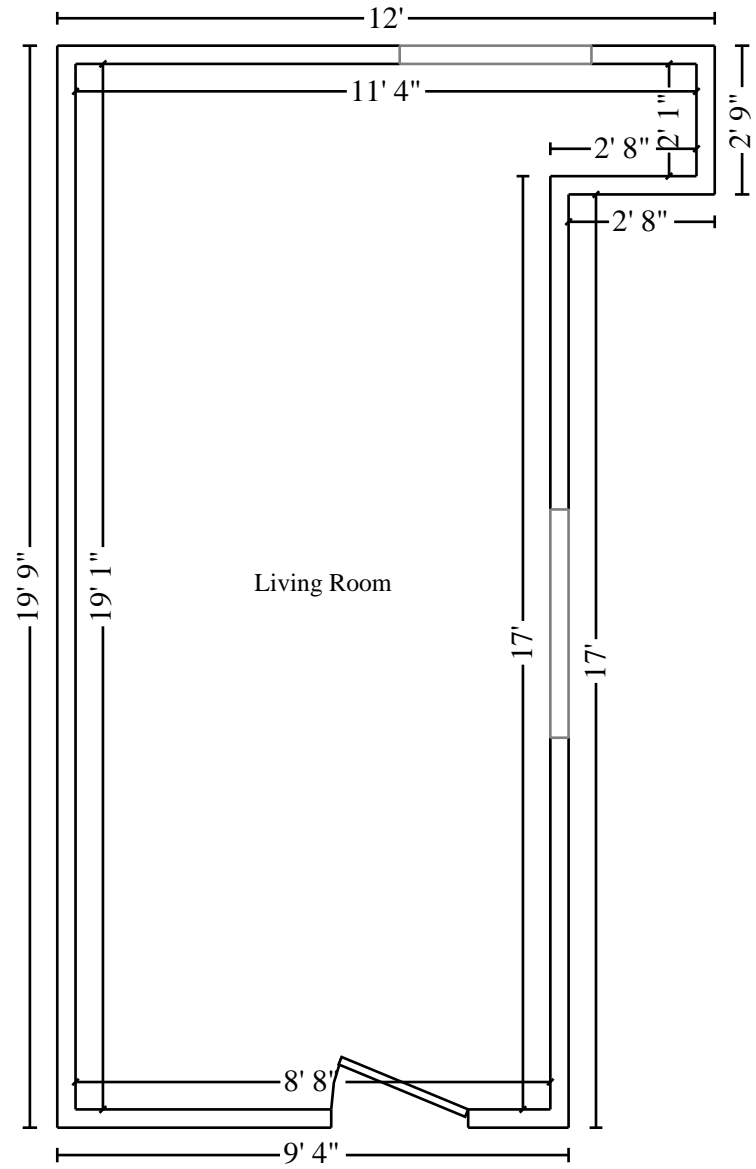
Labor Minimums Applied

DESCRIPTION	QTY
Drywall labor minimum	1.00 EA
General labor - labor minimum	1.00 EA

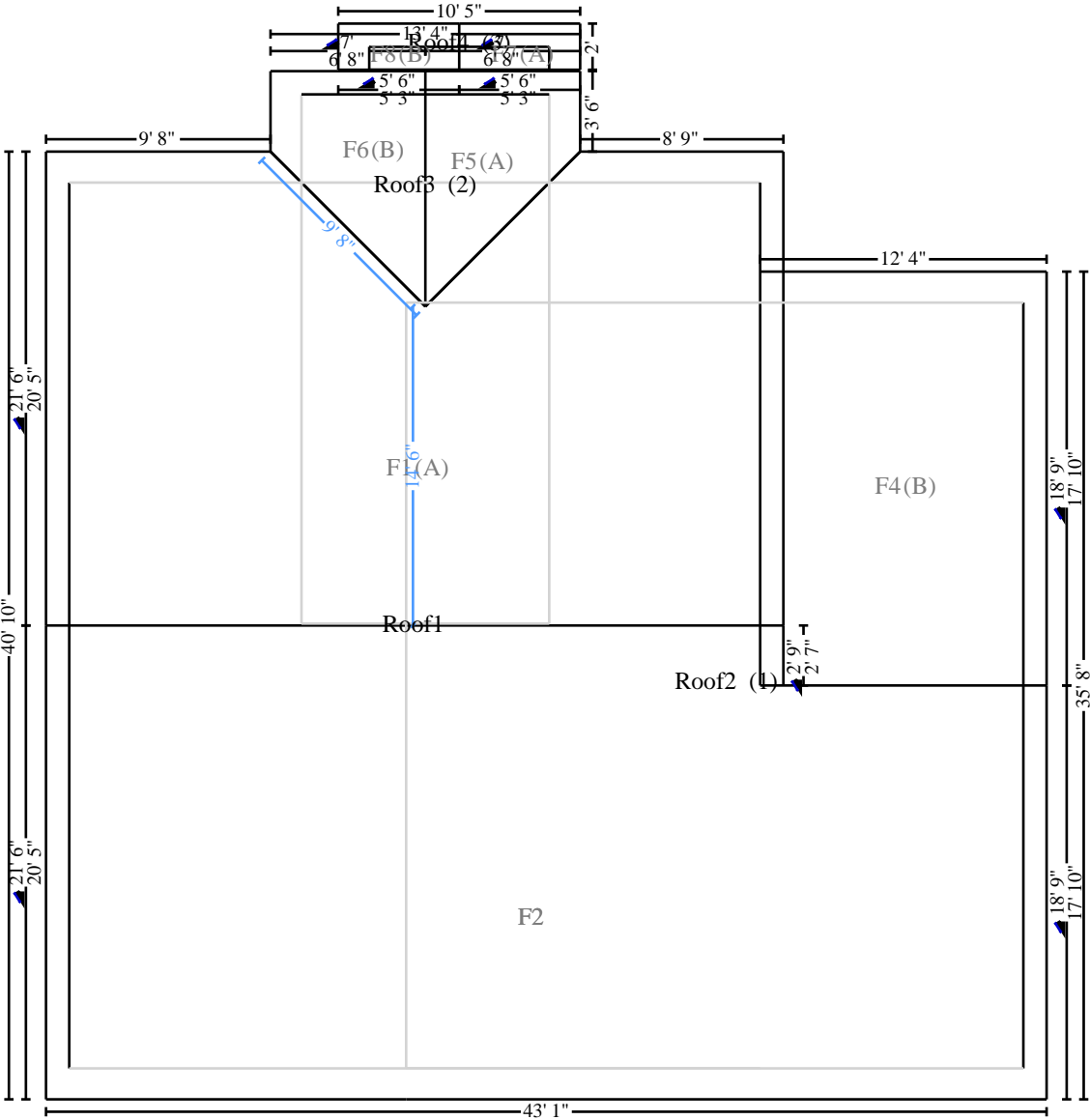
NOTES:

Grand Total Areas:

418.90 SF Walls	170.85 SF Ceiling	589.75 SF Walls and Ceiling
170.85 SF Floor	18.98 SY Flooring	50.67 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	60.83 LF Ceil. Perimeter
170.85 Floor Area	191.58 Total Area	418.90 Interior Wall Area
779.00 Exterior Wall Area	63.50 Exterior Perimeter of Walls	
1,880.71 Surface Area	18.81 Number of Squares	219.94 Total Perimeter Length
56.20 Total Ridge Length	0.00 Total Hip Length	



interior



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 5244 Lou Brock
El Paso, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-181190

Type of Loss: Hail, wind and rain

Date Contacted: 2/18/2019

Date of Loss: 5/21/2018

Date Inspected: 3/1/2019

Date Received: 2/18/2019

Date Entered: 3/4/2019 9:00 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-03-04-0900

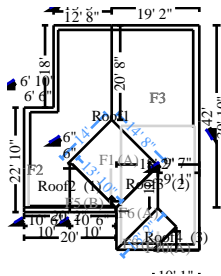


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-03-04-0900

Main Level



Roof1

1707.70 Surface Area	17.08 Number of Squares
211.99 Total Perimeter Length	45.66 Total Ridge Length
47.74 Total Hip Length	

DESCRIPTION

DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - 3 tab	17.08 SQ
Roofing felt - 15 lb. - double coverage/low slope	17.08 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	19.67 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	211.99 LF
Seal & paint trim - two coats	211.99 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	3.00 EA
R&R Flashing - pipe jack	4.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Prime & paint roof vent	10.00 EA
Roll roofing	1.12 SQ
VALLEY LINER	
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:

Exterior

DESCRIPTION

DESCRIPTION	QTY
R&R Window screen, 1 - 9 SF	4.00 EA



PROSTAR ADJUSTING

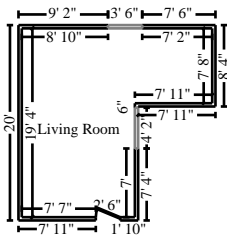
P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

CONTINUED - Exterior

DESCRIPTION	QTY
Reglaze window, 1 - 9 sf	1.00 EA

NOTES:

INTERIOR



Living Room

Height: 8'

553.56 SF Walls	284.64 SF Ceiling
838.19 SF Walls & Ceiling	284.64 SF Floor
31.63 SY Flooring	67.50 LF Floor Perimeter
77.67 LF Ceil. Perimeter	

Door	2' 6" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	4' 2" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	3' 6" X 6' 8"	Opens into Exterior

DESCRIPTION	QTY
Seal & paint acoustic ceiling (popcorn) texture	278.64 SF
Mask wall - plastic, paper, tape (per LF)	77.67 LF
Mask per square foot for drywall work	284.64 SF
R&R 1/2" drywall - hung, taped, ready for texture patch wall	12.00 SF
Texture drywall - light hand texture	18.00 SF
Seal the surface area w/PVA primer - one coat	18.00 SF
Paint the walls - one coat	553.56 SF
Haul debris - per pickup truck load - including dump fees	0.25 EA



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

CONTINUED - Living Room

DESCRIPTION	QTY
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NOTES:

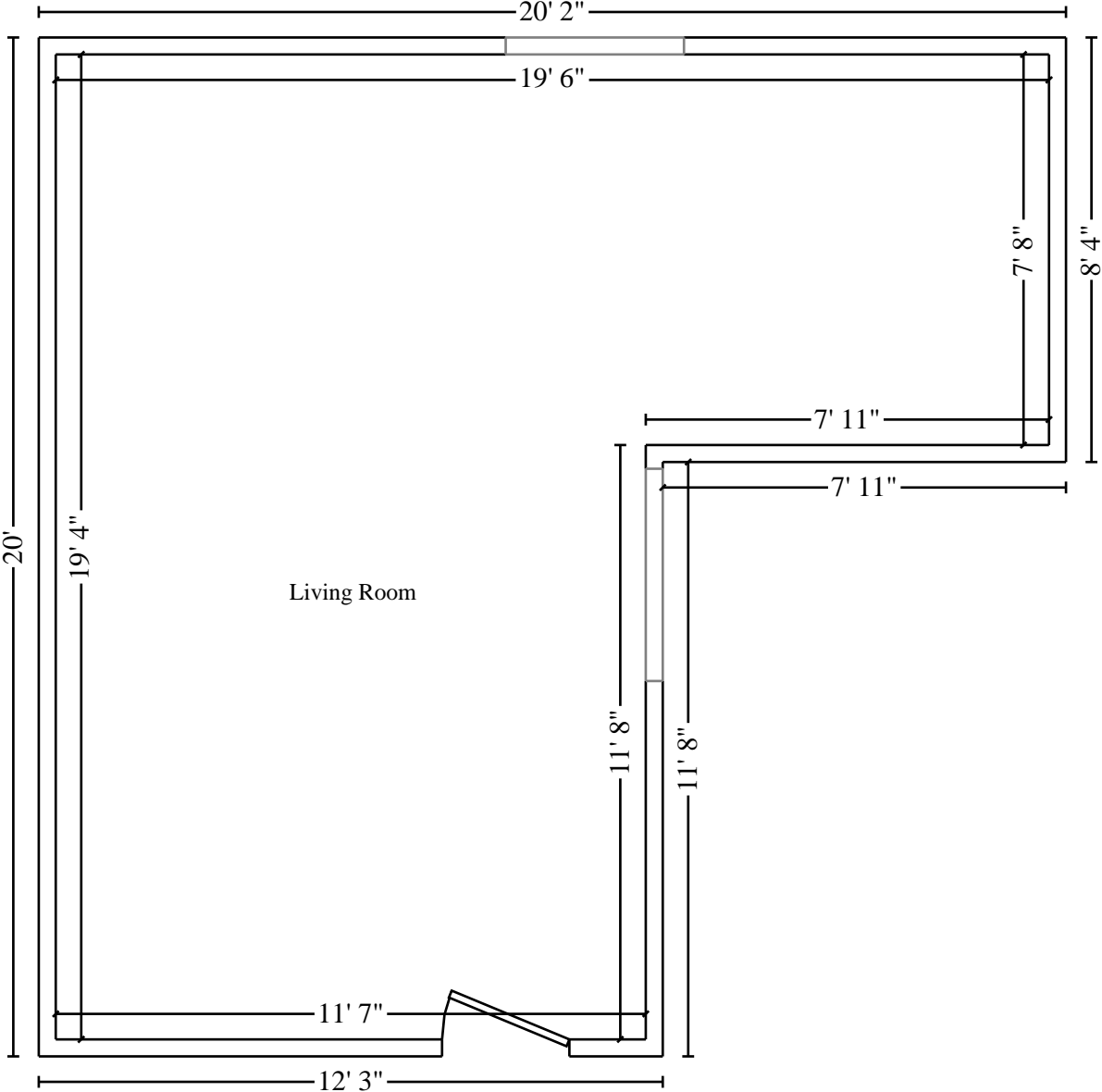
Labor Minimums Applied

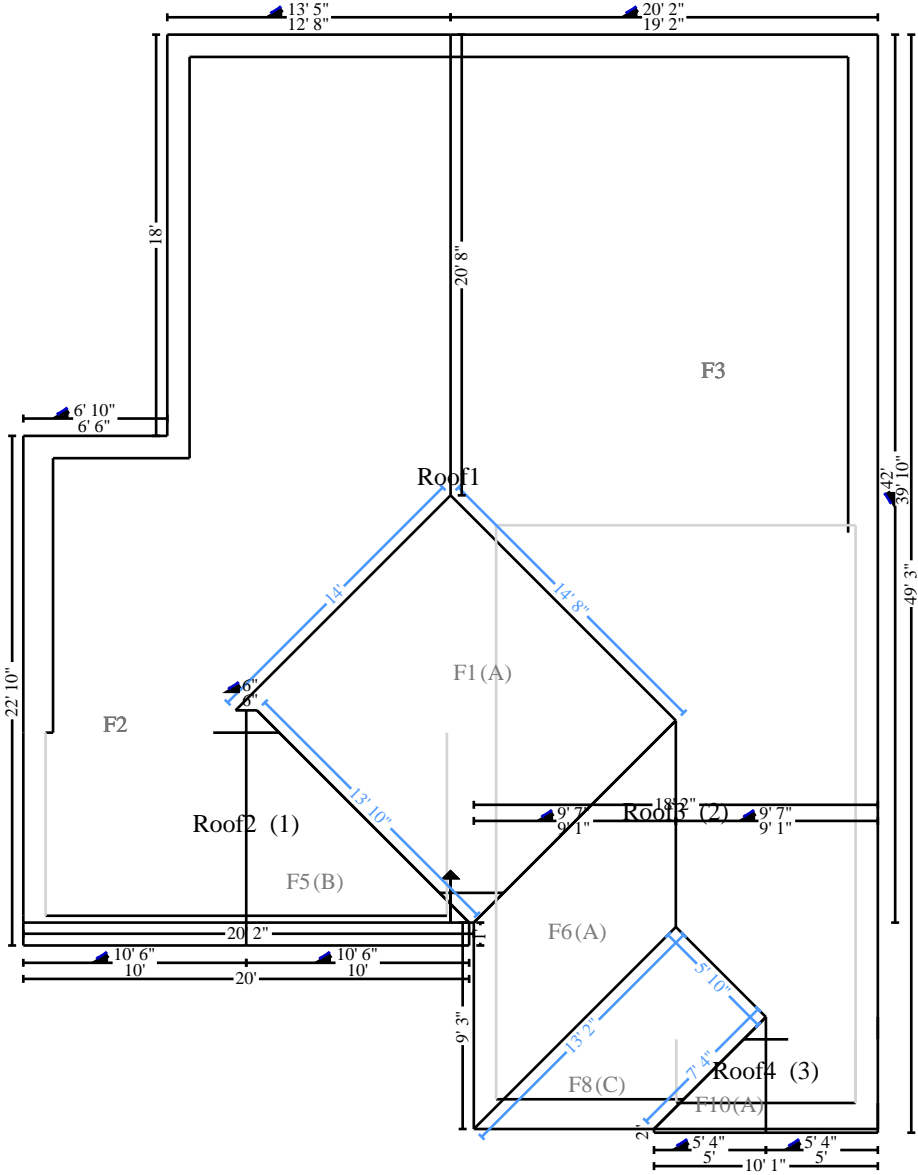
DESCRIPTION	QTY
Drywall labor minimum	1.00 EA

NOTES:

Grand Total Areas:

553.56 SF Walls	284.64 SF Ceiling	838.19 SF Walls and Ceiling
284.64 SF Floor	31.63 SY Flooring	67.50 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	77.67 LF Ceil. Perimeter
284.64 Floor Area	310.97 Total Area	553.56 Interior Wall Area
842.32 Exterior Wall Area	80.33 Exterior Perimeter of Walls	
1,707.70 Surface Area	17.08 Number of Squares	211.99 Total Perimeter Length
45.66 Total Ridge Length	47.74 Total Hip Length	







PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: HOUSING AUTHORITY OF EL PASO
Property: 5713 EDINBURG ST.
EL PASO, TX 79924

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 1/31/2019

Date of Loss: 5/21/2018

Date Inspected: 2/15/2019

Date Received: 1/31/2019

Date Entered: 2/18/2019 8:29 AM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-02-18-0829

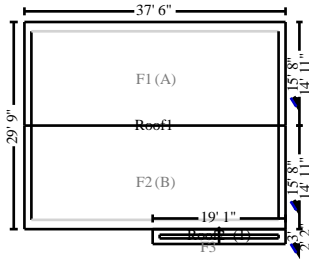


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-02-18-0829

Main Level



Roof1

1233.22 Surface Area	12.33 Number of Squares
181.89 Total Perimeter Length	37.50 Total Ridge Length

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	12.33 SQ
Roofing felt - 15 lb. - double coverage/low slope	12.33 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	13.67 SQ
R&R Drip edge	181.89 LF
Seal & paint trim - two coats	181.89 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Furnace vent - rain cap and storm collar, 6"	1.00 EA
Digital satellite system - Detach & reset	1.00 EA
R&R Flashing - pipe jack	2.00 EA
Evaporative cooler - Detach & reset	1.00 EA
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:

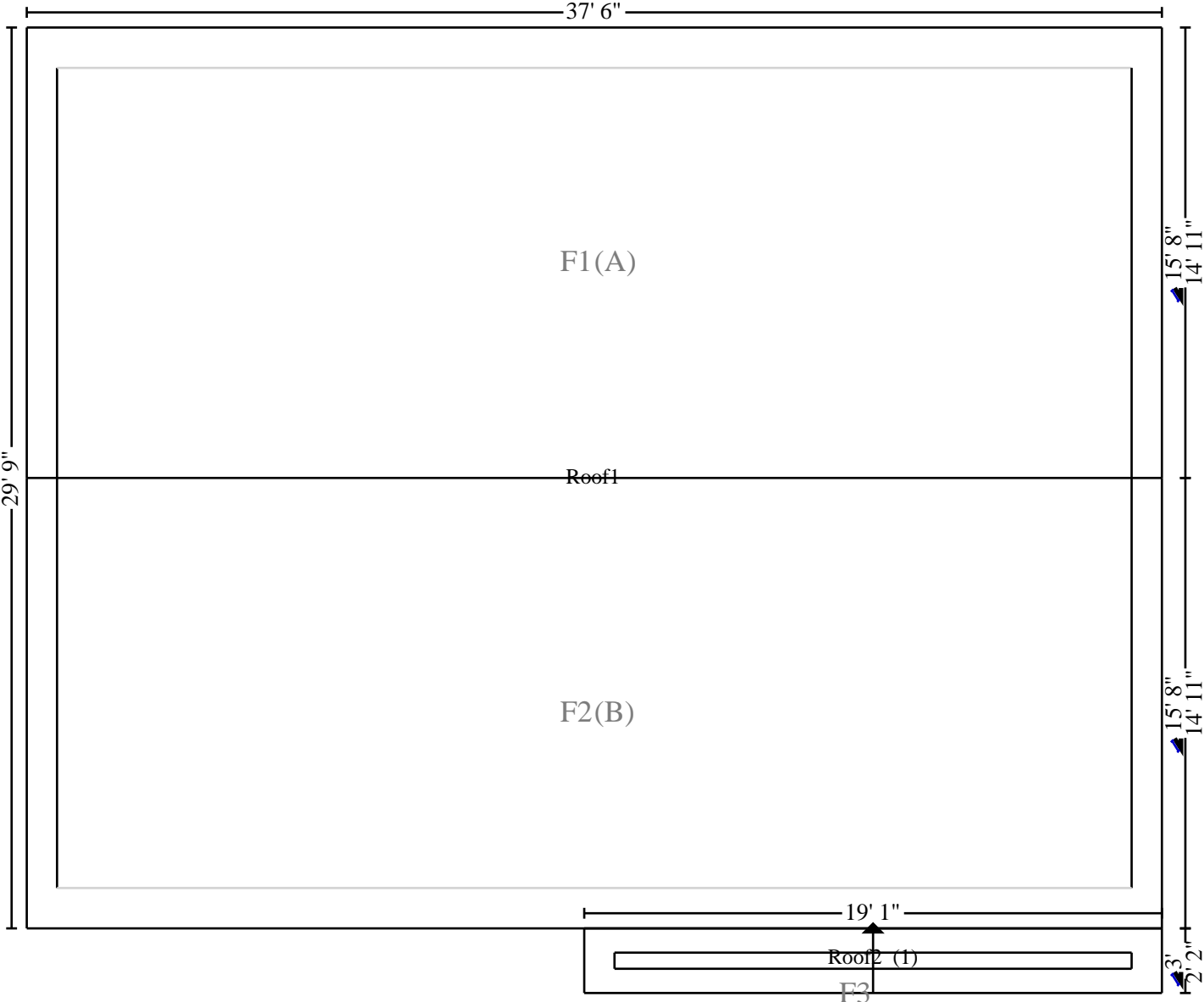


PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
143.74 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
1,233.22 Surface Area	12.33 Number of Squares	181.89 Total Perimeter Length
37.50 Total Ridge Length	0.00 Total Hip Length	



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: HOUSING AUTHORITY OF EL PASO
Property: 8829 & 8831 NORTON ST
EL PASO, TX 79904

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506182190

Type of Loss: Hail, wind and rain

Date Contacted: 1/30/2019

Date of Loss: 5/21/2018

Date Inspected: 2/15/2019

Date Received: 1/30/2019

Date Entered: 2/18/2019 8:00 AM

Price List: TXEP8X_FEB19
Restoration/Service/Remodel

Estimate: 2019-02-18-0800

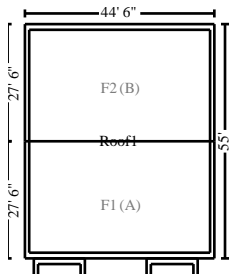


PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-02-18-0800

Main Level



Roof1

2581.84 Surface Area	25.82 Number of Squares
205.04 Total Perimeter Length	44.50 Total Ridge Length

DESCRIPTION

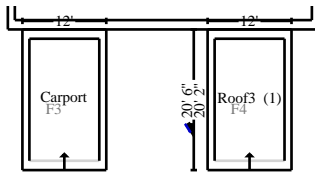
DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - 3 tab	25.82 SQ
Roofing felt - 15 lb. - double coverage/low slope	25.82 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	28.67 SQ
R&R Drip edge	205.04 LF
Seal & paint trim - two coats	329.58 LF
R&R Furnace vent - rain cap and storm collar, 5"	4.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	9.00 EA
R&R Flashing - pipe jack	4.00 EA
R&R Roof vent - turtle type - Metal	2.00 EA
Evaporative cooler - Detach & reset	2.00 EA
Skylight - double dome - Detach & reset	2.00 EA
R&R Chimney flashing - average (32" x 36")	2.00 EA
Prime & paint roof vent	15.00 EA
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:



PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



Carport

492.45 Surface Area
 130.08 Total Perimeter Length
 4.92 Number of Squares

DESCRIPTION

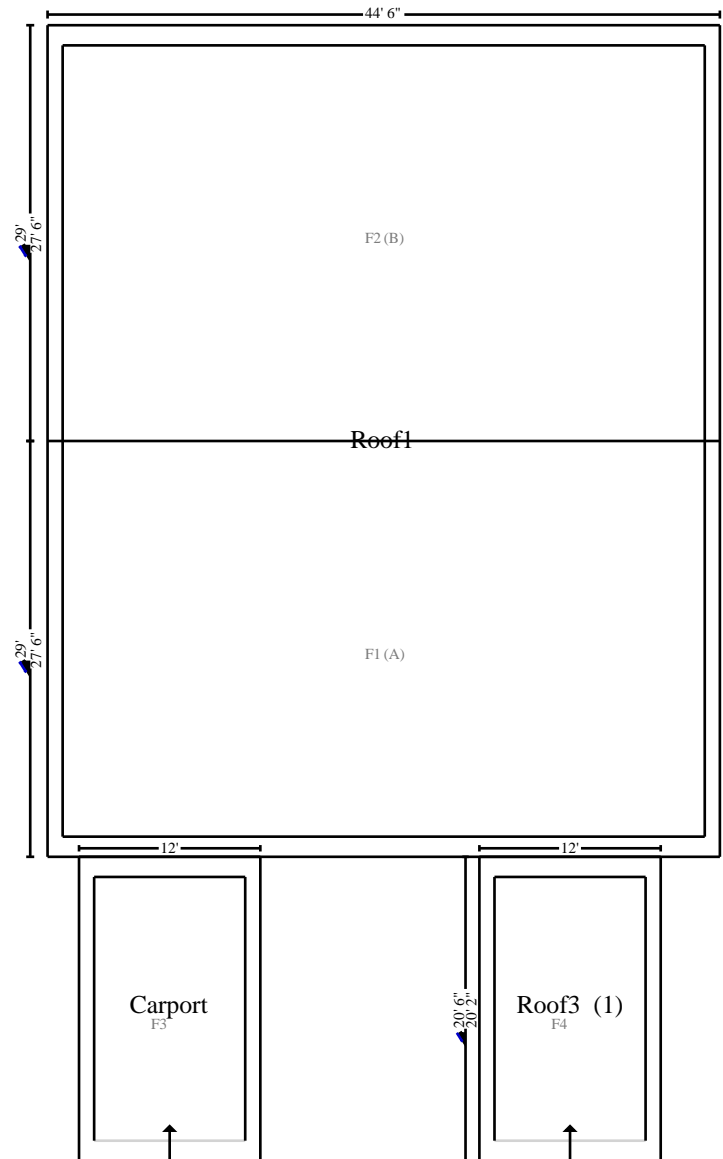
QTY

Clean with pressure/chemical spray	492.45 SF
Roofing emulsion for primer of aluminum coating	492.45 SF
Aluminum coating - without fiber	492.45 SF

NOTES:

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
681.80 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
3,074.29 Surface Area	30.74 Number of Squares	205.04 Total Perimeter Length
44.50 Total Ridge Length	0.00 Total Hip Length	



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: HOUSING AUTHORITY OF EL PASO
Property: 8837 & 8839 NORTON ST
EL PASO, TX 79904

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506182190

Type of Loss: Hail, wind and rain

Date Contacted: 1/31/2019 12:00 AM

Date of Loss: 5/21/2018 12:00 AM

Date Received: 1/31/2019 12:00 AM

Date Inspected: 2/15/2019 12:00 AM

Date Entered: 2/18/2019 8:12 AM

Price List: TXEP8X_FEB19
Restoration/Service/Remodel

Estimate: 2019-02-18-0812

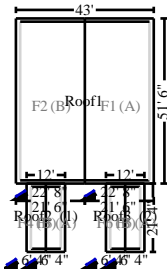


PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-02-18-0812

Main Level



Roof1

2873.98 Surface Area	28.74 Number of Squares
329.58 Total Perimeter Length	94.17 Total Ridge Length

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	28.74 SQ
Roofing felt - 15 lb. - double coverage/low slope	28.74 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	31.67 SQ
R&R Drip edge	329.58 LF
Seal & paint trim - two coats	329.58 LF
R&R Furnace vent - rain cap and storm collar, 5"	4.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	5.00 EA
R&R Flashing - pipe jack	6.00 EA
R&R Roof vent - turtle type - Metal	5.00 EA
Evaporative cooler - Detach & reset	2.00 EA
Skylight - double dome - Detach & reset	2.00 EA
R&R Chimney flashing - average (32" x 36")	2.00 EA
Prime & paint roof vent	15.00 EA
Taxes, insurance, permits & fees (Bid Item)	1.00 EA
Step flashing	25.36 LF

NOTES:

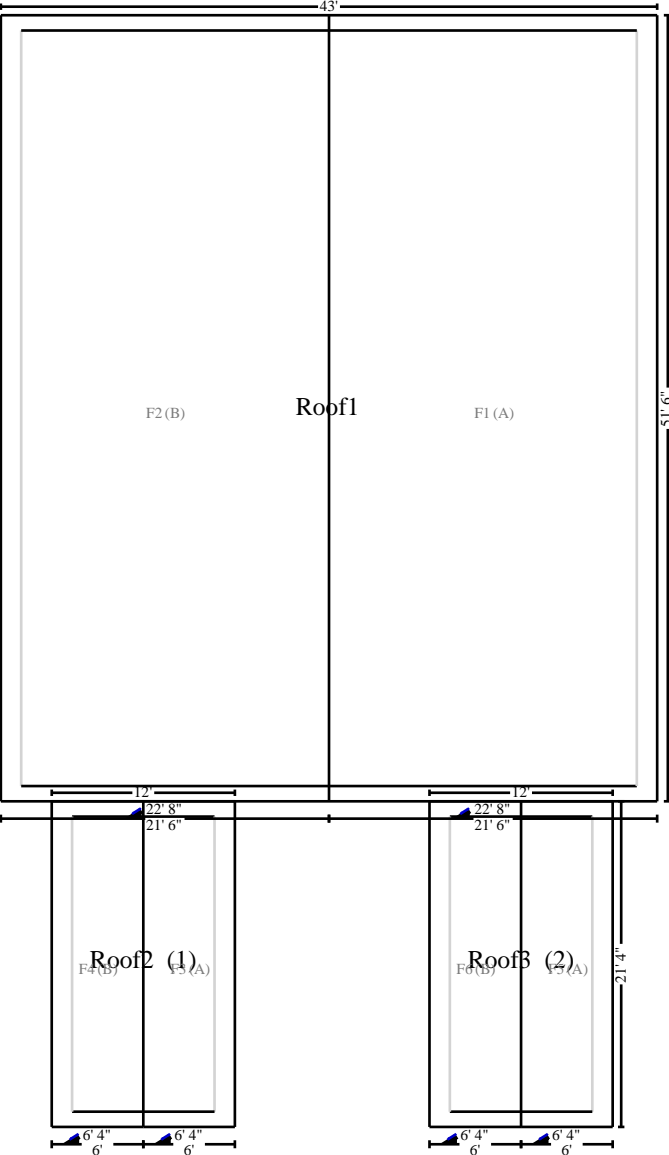


PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
300.17 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
2,873.98 Surface Area	28.74 Number of Squares	329.58 Total Perimeter Length
94.17 Total Ridge Length	0.00 Total Hip Length	



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: HOUSING AUTHORITY OF EL PASO
Property: 8825 & 8827 NORTON ST
EL PASO, TX 79904

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-5060182190

Type of Loss: Hail, wind and rain

Date Contacted: 1/30/2019 12:00 AM

Date of Loss: 5/21/2018 12:00 AM

Date Inspected: 2/15/2019 12:00 AM

Date Received: 1/30/2019 12:00 AM

Date Entered: 2/18/2019 7:59 AM

Price List: TXEP8X_FEB19
Restoration/Service/Remodel

Estimate: 2019-02-18-0759

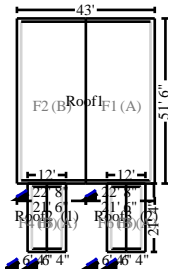


PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-02-18-0759

Main Level



Roof1

2873.98 Surface Area	28.74 Number of Squares
329.58 Total Perimeter Length	94.17 Total Ridge Length

DESCRIPTION

QTY

Tear off, haul and dispose of comp. shingles - 3 tab	28.74 SQ
Roofing felt - 15 lb. - double coverage/low slope	28.74 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	31.67 SQ
R&R Drip edge	329.58 LF
Seal & paint trim - two coats	329.58 LF
R&R Furnace vent - rain cap and storm collar, 5"	4.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	5.00 EA
R&R Flashing - pipe jack	6.00 EA
R&R Roof vent - turtle type - Metal	7.00 EA
Evaporative cooler - Detach & reset	2.00 EA
Skylight - double dome - Detach & reset	2.00 EA
R&R Chimney flashing - average (32" x 36")	2.00 EA
Prime & paint roof vent	15.00 EA
Taxes, insurance, permits & fees (Bid Item)	1.00 EA
Step flashing	25.36 LF

NOTES:

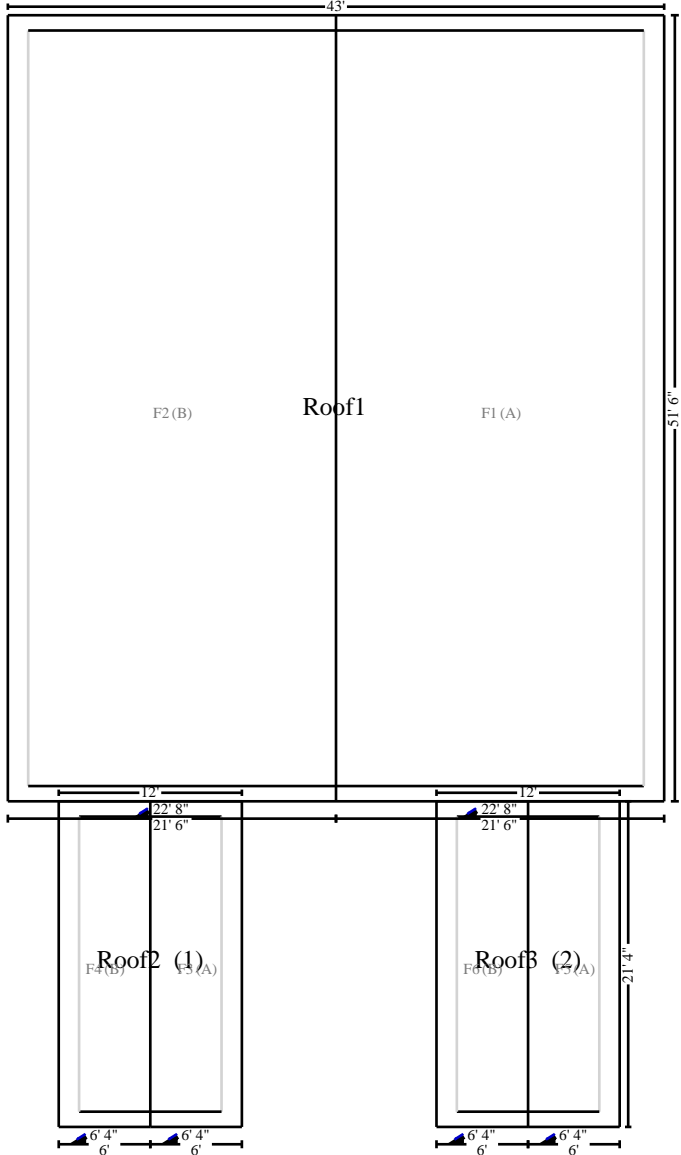


PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
300.17 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
2,873.98 Surface Area	28.74 Number of Squares	329.58 Total Perimeter Length
94.17 Total Ridge Length	0.00 Total Hip Length	



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 2612 A&B Sacramento St.
El Paso, TX 79930

Home: (915) 849-8716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 1/31/2019

Date of Loss: 5/21/2018

Date Inspected: 2/14/2019

Date Received: 1/31/2019

Date Entered: 2/14/2019 1:36 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-02-14-1336

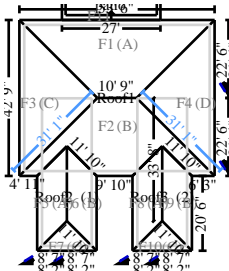


PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-02-14-1336

Main Level



Roof1

3114.37 Surface Area
 247.48 Total Perimeter Length
 171.54 Total Hip Length

31.14 Number of Squares
 51.76 Total Ridge Length

DESCRIPTION

DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - 3 tab	31.14 SQ
Roofing felt - 15 lb. - double coverage/low slope	31.14 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	36.00 SQ
The ridge and starter course are included in the 15% waste factor	
R&R Drip edge	247.48 LF
Seal & paint trim - two coats	247.48 LF
R&R Furnace vent - rain cap and storm collar, 5"	4.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	5.00 EA
R&R Flashing - pipe jack	6.00 EA
Skylight - double dome - Detach & reset	2.00 EA
Evaporative cooler - Detach & reset	2.00 EA
Roll roofing	1.44 SQ
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

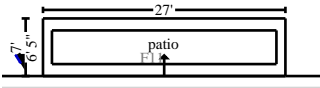
NOTES:



PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

patio



189.00 Surface Area
 41.00 Total Perimeter Length
 1.89 Number of Squares

DESCRIPTION

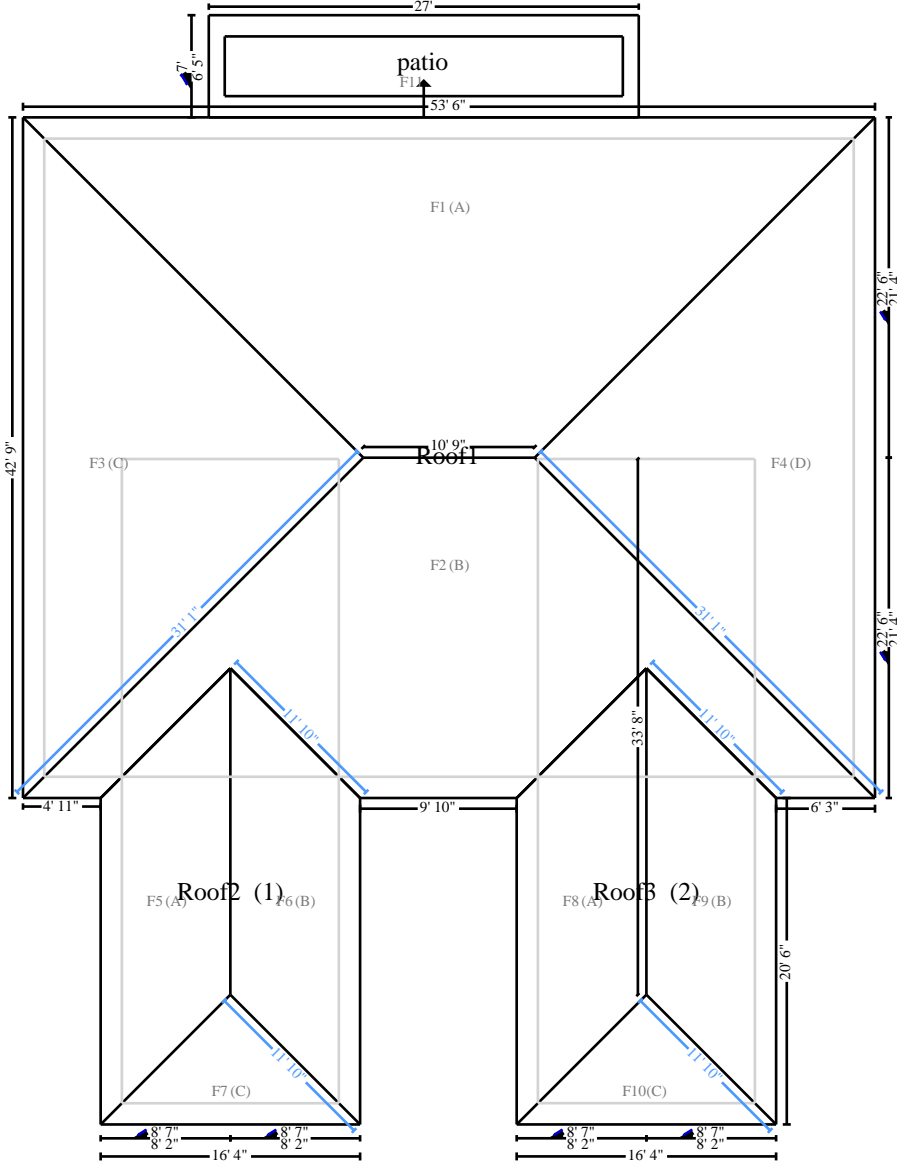
QTY

no wind or hail damage to patio roof

NOTES:

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
54.87 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
3,303.37 Surface Area	33.03 Number of Squares	247.48 Total Perimeter Length
51.76 Total Ridge Length	171.54 Total Hip Length	



Main Level



PROSTAR ADJUSTING

P.O.BOX 2649
WYLIE TX 75098
866-620-0994 PHONE
888-493-5175 FAX

Insured: Housing Authority of El Paso
Property: 3516 A&B East Glen St
El Paso, TX 79936

Home: (915) 849-3716

Claim Rep.: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Estimator: DON MCNEIL
Business: 1611 BEECH STE F
EL PASO, TX 79925

Business: (915) 779-3686

Reference:
Company: Housing Authority Property Insurance
Business: P.O.Box 189
Cheshire, CT 06410

Business: (203) 272-8220

Claim Number: A7YS7

Policy Number: HAPI-506-182190

Type of Loss: Hail, wind and rain

Date Contacted: 1/31/2019

Date of Loss: 5/21/2018

Date Inspected: 2/14/2019

Date Received: 1/31/2019

Date Entered: 2/14/2019 1:38 PM

Price List: TXEP8X_MAR19
Restoration/Service/Remodel

Estimate: 2019-02-14-1338

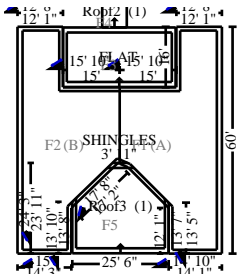


PROSTAR ADJUSTING

P.O. BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX

2019-02-14-1338

Main Level



SHINGLES

2923.73 Surface Area
 356.28 Total Perimeter Length

29.24 Number of Squares
 20.20 Total Ridge Length

DESCRIPTION

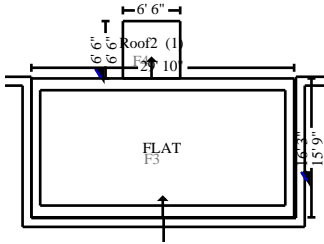
DESCRIPTION	QTY
Tear off, haul and dispose of comp. shingles - 3 tab	29.24 SQ
Roofing felt - 15 lb. - double coverage/low slope	29.24 SQ
3 tab - 25 yr. - comp. shingle roofing - w/out felt	32.33 SQ
The ridge and starter course are included in the 10% waste factor	
R&R Drip edge	356.28 LF
R&R Furnace vent - rain cap and storm collar, 5"	2.00 EA
R&R Flat roof exhaust vent / cap - gooseneck 8"	4.00 EA
R&R Flashing - pipe jack	11.00 EA
Digital satellite system - Detach & reset	1.00 EA
Evaporative cooler - Detach & reset	2.00 EA
Skylight - double dome - Detach & reset	4.00 EA
Step flashing	25.67 LF
Taxes, insurance, permits & fees (Bid Item)	1.00 EA

NOTES:



PROSTAR ADJUSTING

P.O.BOX 2649
 WYLIE TX 75098
 866-620-0994 PHONE
 888-493-5175 FAX



FLAT

526.36 Surface Area
 118.08 Total Perimeter Length

5.26 Number of Squares

DESCRIPTION

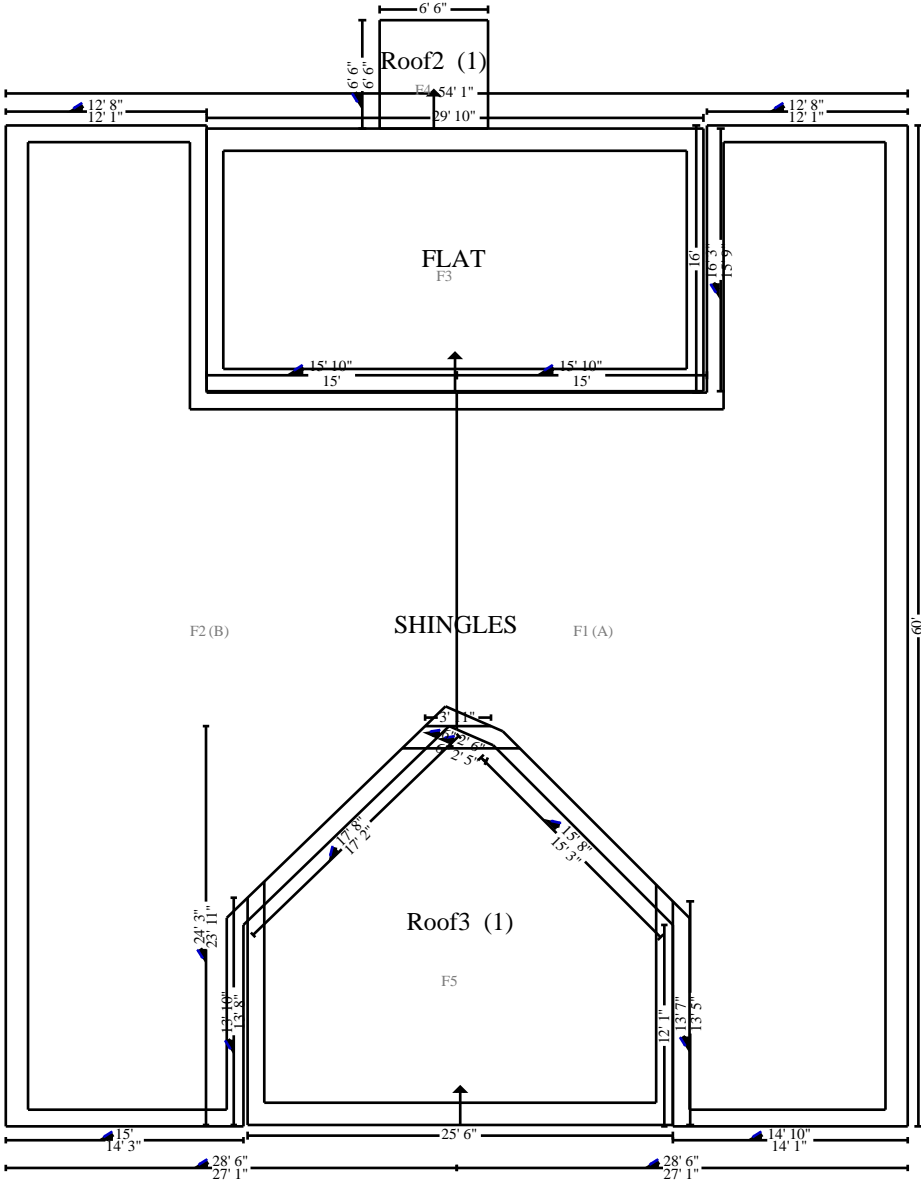
QTY

Remove Roll roofing - hot mop application	5.26 SQ
Roll roofing - hot mop application	5.26 SQ
Bitumen roof - Add. glass felt layer - hot mopped appl.	5.26 SQ
MOPPED MID PLY, THIS IS NOT A MOD BIT ROOF, BUT THIS IS THE ONLY FIBERGLAS PLY LISTED	
Roofing felt - synthetic underlayment	5.26 SQ
R&R Drip edge	46.50 LF
Step flashing	60.00 LF
Chimney flashing - average (32" x 36")	2.00 EA
Gutter / downspout - Detach & reset	27.00 LF

NOTES:

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
980.94 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
3,450.09 Surface Area	34.50 Number of Squares	356.28 Total Perimeter Length
20.20 Total Ridge Length	0.00 Total Hip Length	



Main Level