

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. <u>Amendment</u> /Modification No. A00002	2. Effective Date July 23, 2019	3. Requisition/Purchase Order No.	4. Project No. (if applicable) OPS 19-R-0009
5. ISSUED BY Housing Authority of the City of El Paso, Texas Procurement Department 5300 E. Paisano Dr. El Paso, TX 79905-2931 Mr. Juan Pulido, Procurement Manager		6. ADMINISTERED BY (if other than Item 5) Housing Authority of the City of El Paso, Texas Public Housing Department 5300 E. Paisano Dr. El Paso, TX 79905-2931 Tel: 915-849-3789 Fax: 915- 849-3868 erocha@hacep.org	
7. NAME AND ADDRESS OF CONTRACTOR (No., Street Name, County, State & Zip Code)		8a. Amendment of Solicitation No. OPS 19-R-0009	
		8b. Dated (see item 10) July 23, 2019	
		9a. Modification of Contract No.	
		9b. Dated (see item 12)	

10. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATION

The above numbered solicitation is amended as set forth in Item 13. The hour and date specified for receipt of Offers is:

is extended is not extended.

Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:

(a) By completing Items 7 & 14, and returning _____ copy (ies) of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter, email, or fax which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such a change may be made by email, fax or letter, provided each email, fax or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

11. ACCOUNTING AND APPROPRIATION DATE (if required) PHA

**12. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT
IT MODIFIES THE CONTRACT NO. DESCRIBED IN ITEM 13.**

<input type="checkbox"/>	A. This change order is issued pursuant to (Specify Authority) The changes set forth in Item 13 are made in the Contract No. in Item 9a.
<input type="checkbox"/>	B. The above numbered contract is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc). Set forth in Item 13 pursuant to the authority of FAR 43.103 (b).
<input type="checkbox"/>	C. This supplemental agreement is entered into pursuant to the authority of:
<input type="checkbox"/>	D. Other (Specify type of modification and authority)

E. **IMPORTANT:** Contractor is not is required to sign this document and return ALL copies to the issuing office.

13. Description of amendment/modification:
Amendment No. A00002 -1. A BID BOND WILL BE REQUIRED WITH SUBMISSION OF PROPOSAL ON 8/2/19. 2. Remove and Replace page #3 (adding #4 on requesting Bid Bond) on RFP 3. Remove and Replace page #89 (Evaluation Criteria Scoring Factors)

14a. NAME AND TITLE OF SIGNER (Type or print)		15a. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Gerald Cichon, Chief Executive Officer	
14b. OFFEROR/CONTRACTOR _____ (Signature of Authorized Person)	14c. Date Signed	15b. _____ (Signature of Contracting Officer)	15c. Date Signed
APPROVED AS TO FORM: _____ HACEP Legal Counsel		DATE: _____ HACEP Form 001	

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. **A BID BOND IS REQUIRED WITH THE SUBMITTAL OF PROPOSAL. FAILURE TO SUBMIT BID BOND, THE PROPOSAL WILL BE DEEMED INCOMPLETE AND NON-RESPONSIVE**
5. 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.
6. **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.**
7. 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.
8. 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.
9. **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.**
10. 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.
11. 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.
12. 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.
13. Thank you for your interest in this project. We look forward to receiving your proposal.

Juan Pulido



**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 ALONG WITH PROPOSAL)	20
3. Qualifications and Experience of Proposed Staff	10
4. Demonstrated Understanding of the Requirement	15
Attended Mandatory site visit	05
5. Vendor/Contractor in good standing in previous or current projects	05
6. Price/Cost	25
7. Section 3 Plan documents submitted	05