



Oakland Housing
Authority

**IFB #21-005
Boardroom Audio Visual Renovation Services**

**Addendum #1
Issued and released March 2, 2021**

Changes to IFB:

The following changes have been made to the timeline:

IFB Issued:	February 9, 2021
Pre-Proposal Conference: (non-mandatory)	February 23, 2021 @ 9:00 AM through Zoom
Walk Through: (non-mandatory)	February 23, 2021 @ 10:00 AM <u>Location:</u> 1619 Harrison Street, 1 st Floor Oakland CA 94612
Questions Due	February 25, 2021 by 10:00 AM (Pacific Time)
Email Questions To:	ccqs@oakha.org (Indicate above RFP #21-005 in "Subject")
Addendum Issued (Responses to Questions): (if applicable)	March 2, 2021 March 4, 2021 (Posted on the Authority's website and Housing Agency Marketplace)
Bids Due:	March 4, 2021 @ 10:00 AM (Pacific Time) March 11, 2021 @ 10:00 AM <u>Proposers MUST register with Housing Agency Marketplace in order to submit a proposal.</u>

Bid Submission:

Responses to this IFB will be accepted online at the Housing Agency Marketplace website at ha.economicengine.com until 10:00 AM (PST) on ~~Thursday, March 4, 2021.~~ **Thursday, March 11, 2021 Proposers MUST register with Housing Agency Marketplace at the following link in order to submit a proposal. .**

https://ha.economicengine.com/requests.html?company_id=50863

Please do not wait until the last minute to submit proposal, as it may take time to upload your proposal. To attach documents to your response, open the solicitation, and check the gray box near the bottom of the solicitation that says "Responder Will Bid", or in some cases, "Respond to this Bid Online". Be sure to

review the total response to make sure this is exactly what you want to submit. Once review is complete, click on the “Confirm Response” link and you will get a confirmation number/letters at the top of the page. Vendors are able to revise this response at any time prior to the solicitation deadline by logging in, clicking on the title of the solicitation/ View Response/ Revise Response.

5. **BID OPENING**

Public Opening:

Due to Covid-19, all bids will be opened on a Zoom call on ~~March 4, 2021~~ **March 11, 2021** at 11am. To Join the Zoom Meeting use link below:

<https://oakhaorg.zoom.us/j/92495032901?pwd=VjZQZlVvdKxqdnhJQWpod0tJaENWUT09>

Meeting ID: 924 9503 2901

Passcode: 523417

Additional Addendum Items:

1. Recording of the Pre-Bid Conference: A recording of the Pre-Bid Conference is available on the OHA website which can be accessed through the following link: <http://oakha.org/WorkingOHA/Open-RFPs-and-bid-status/Pages/Active Bids.aspx> or go to www.oakha.org / Business Opportunities / Open RFPs and Bid Status / Active Bids / and select the appropriate IFB number. File name is 02/23/2021 Pre-Bid Recorded Meeting.
2. Pictures of the boardroom are also available on the OHA website in same location as the recording of the Pre-Bid Conference. File name is Boardroom Pictures.
3. Bid Bond Form attached in Attachment A. Please use the form for submitting your Bid Bond.

The following changes have been made to the Scope in Appendix A:

1. Contractor shall provide restorative patch & paint services for any disturbed finishes to wall, ceiling or floor incurred by the installation of specified AV systems.
2. Contractor shall dispose of all removed electronic equipment. Provide report of all removed equipment to owner for record.
3. Modify Taiden conferencing system package as follows. (Note, these changes should already be reflected in the quote provided by the manufacturer.)
 - Remove model HCS-4239, Congress Service Management Software Module. It is not needed.
 - Change model HCS-8300MCLS-BKT to model HCS-8300MCLS-RFC.

Bidder hereby acknowledges this addendum:

Name of Firm: _____

Authorized Signature: _____

Date: _____

Acknowledgement of this Addendum must be included with your response.

Attachment A

Bid Bond Form

FORM OF BID BOND

KNOW ALL PERSONS/ENTITIES BY THESE PRESENTS, That we the undersigned,

(Name of Principal)

AS PRINCIPAL, AND

_____, as SURETY
(Name of Surety)

are held and firmly bound unto Housing Authority of the City of Oakland hereinafter called the "OHA", in the penal sum of _____ Dollars, lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted the accompanying bid, dated _____, 20_____, for

Now, THEREFORE, if the principal shall not withdraw said bid within the period specified therein after the opening of the same, or, if no period be specified, within sixty (60) days after the said opening, and shall within the period specified therefore, or, if no period be specified within ten (10) days after the prescribed forms are presented to him for signature, enter into a written contract with the OHA in accordance with the bid as accepted, and give bond with good and sufficient surety or sureties, as may be required, for the faithful performance and proper fulfillment of such contract; or in the event of the withdrawal of said bid within the period specified, or the failure to enter into such contract and give such bond within the time specified, if the Principal shall pay the OHA the difference between the amount specified in said bid and the amount for which the OHA may procure the required work or supplies or both, if the latter amount be in excess of the former, then the above obligation shall be void and of no effect, otherwise to remain in full force and virtue.

IN WITNESS WHEREOF, the above-bounded parties have executed this instrument under their several seals this _____ day of _____, 20_____, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

State of California, County of_____. Subscribed and sworn to (or affirmed) before me _____ on this ___day of _____, 20___, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me. certify under PENALTY OF PERJURY under the laws of the State Of California that the foregoing paragraph is true and correct.

_____(SEAL)
(Individual Principal)

Business Address:

(Street)

(City) (State) (Zip Code)

WITNESS my hand and official seal.

(SEAL)

(Notary Signature)

FORM OF BID BOND - PAGE 2

State of California, County of _____, Subscribed and sworn to (or affirmed) before me _____ on this ___ day of _____, 20___, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me. certify under PENALTY OF PERJURY under the laws of the State Of California that the foregoing paragraph is true and correct

WITNESS my hand and official seal.

(Notary Signature)

(Corporate Principal)

Business Address:

(Street)

(City) (State) (Zip Code)

By _____ Affix
_____ Corporate
Seal

State of California, County of _____, Subscribed and sworn to (or affirmed) before me _____ on this ___ day of _____, 20___, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me. certify under PENALTY OF PERJURY under the laws of the State Of California that the foregoing paragraph is true and correct

WITNESS my hand and official seal.

(Notary Signature)

(Corporate Principal - Surety Company)

Business Address:

(Street)

(City) (State) (Zip Code)

By _____ Affix
_____ Corporate
Seal

(Power-of-attorney for person signing for surety company must be attached to bond).

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____, certify that I am the _____ Secretary of the corporation named as Principal in the within bond; that _____, who signed the said bond on behalf of the Principal was then _____ of said corporation; that I know his signature, and his signature thereto is genuine; and that said bond was duly signed, sealed, and attested to for and in behalf of said corporation by authority of its governing body.

(Corporate Seal)