



ADDENDUM NUMBER 3

November 16, 2021

IFB NO. 2021 – 609 ADA Conversion Apartment Units at Villas by the Park Apartments

**Fort Worth Housing Solutions
Procurement Department
1201 E. 13th Street
Fort Worth, TX 76102**

Receipt of this Addendum is to be acknowledged by the Bidder by signing, dating and submitting with the bid. Failure to do so may render the bid non-responsive.

The following revisions, clarifications, additions and/or deletions are included in this Addendum No. 3 to the subject IFB and are to be fully incorporated into each bidder’s bid for work solicited therein.

Respondent acknowledges receipt of Addendum: _____
Respondent’s Signature Date

**The bid due date has changed FROM Thursday, November 18, 2021
TO Tuesday, November 23, 2021 at 1:00 p.m. CT**

Note: Bidders shall use **Attachment 1** – Notary Public (Page 17)

QUESTION 1:

Bid Documents Checklist – Item 14 is Section 3 Forms. Please identify which of the forms need to be included with our bid.

FWHS Response:

FWHS will not require the Section 3 forms for this project, new forms are being created to meet the new Section 3 rule. To find more information about the Section 3 program, please visit the following websites:

[HUD Section 3 Portal](#)

[Texas Historically Underutilized Business \(HUB\) Program](#)

[North Central Texas Regional Certification Agency \(NCTRCA\)](#)



QUESTION 2:

Form S3-4 & S3-5 – should these forms be completed by the prime contractor and subcontractors or just the prime contractor?

FWHS Response:

See FWHS's response to Question 1.

QUESTION 3:

Form S3-6 – please confirm this form is not required with our bid.

FWHS Response:

See FWHS's response to Question 1.

QUESTION 4:

Page 2 of the RFP states we are to submit our bid through the Housing Agency Marketplace eProcurement Portal. However, I do not see an "upload" button or any other way to attach/upload our bid. Please clarify.

FWHS Response:

As listed on Page 11-12, under section XI. Bid Opening & Clarification Meeting: Bidders must be registered in order to respond to this IFB. Use the following link to register for free and upload the bid submission:

https://ha.internationaleprocurement.com/requests.html?company_id=2067&nocache=49416512

To get assistance with your firms account, please contact Housing Agency Marketplace at 1-866-526-9266.

QUESTION 5:

I noticed on the drawing of the units there are two bathrooms for each apartment unit, is the renovation for both restrooms or just one restroom per unit?

FWHS Response:

Only one bathroom will need to be converted, per ADA regulations.

***** END OF ADDENDUM NO. 3 *****

Kelvin Noble

Kelvin Noble
Director of Procurement

Attachment 1 – Revised Notary Public (Page 17)

If this bid is submitted by a joint venture, each business shall provide the information requested below AND a copy of the Joint Venture Agreement **must** be Included with your bid. Failure to provide the Joint Venture Agreement shall result in the Entire Bid Package being deemed non-responsive. A copy of this **Last Page** must be submitted and each page must bear an original signature.

By signing this **Page** and submitting this bid, the Contractor acknowledges and agrees to the following: (1) that it has reviewed the Contract Documents and understands and agrees to the terms and conditions contained therein; (2) that this bid, and the prices contained herein, shall remain firm if accepted by FWHS within ninety (90) calendar days of the date of the bid opening; (3) that the Contractor shall be bound by the terms and conditions of the Contract; and (4) that the Contractor shall perform the Work for the total amount of compensation within the time frame specified on **Page 14** based upon the Contractor's bid contained herein, as entered below on **Page 17** by the FWHS' Contracting Officer and/or designee, provided that the bid is accepted by FWHS and this Contract Document is executed by FWHS's Contracting Officer and/or designee.

Under penalties of perjury as provided by law pursuant to Section 1-109 of the Code of Civil Procedure, the undersigned certifies that the statements set forth in this bid are true and correct.

(Affix Corp. Seal)

If a Corporate Seal is not affixed, this document must be notarized. If neither is done, this entire bid shall be considered Non-Responsive and rejected.

(Business/Contractor's Name)

By: _____
(Signature)

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

(Printed or Typed Name)

My Commission Expires:

Title: _____
(If a Corporation, President, Vice President, Partnership, Partner or other Officer should sign, evidence of authority must be submitted.)

(Notary Public)

Address: _____

City, State, Zip: _____ Taxpayer ID. No.: _____

Telephone No.: () _____ Fax No.: () _____

Email: _____ Date Signed by Contractor: _____

Contract Award

(Vendor)

(Contract No.)

Fort Worth Housing Solutions does hereby accept the Contractor's offer, bid and proposal as set forth in these Specifications for Bid pages, in the amount of _____ (\$ _____) subject to the terms, conditions and requirements contained in the "Contract Documents."

The Contractor agrees not to perform and waives any and all claims of payment for work which would result in billings beyond this amount without a prior written amendment to the Contract authorizing said additional work. The Contractor recognizes an affirmative duty to monitor its performance and billings to insure that the scope of work is completed within this firm-fixed contract price.

The Term of this Contract is _____

The "Notice to Proceed" will be issued as a separate document upon submission of all required documents.

FORT WORTH HOUSING SOLUTIONS

By: _____
Signature

Title: **Designee**
Fort Worth Housing Solutions
1201 E. 13th Street
Fort Worth, TX 76102

Date Signed: _____