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## **ADDENDUM #1**

Invitation for Bids  
EVANSTON - COMMON AREA FLOORING REPLACEMENT  
Solicitation No. 2018-3016

Cincinnati Metropolitan Housing Authority  
1627 Western Avenue  
Cincinnati, OH 45214

### **Addendum 1 – Issued February 5, 2019**

To Offerors:

The following additions, deductions, changes and corrections to the proposal and specifications for the above referenced project shall hereby be incorporated into the work, and their affect on the proposal shall be reflected in the Offeror's proposal. Offerors shall also verify this fact by indicating the receipt of the addendum in their proposal.

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### **Comments**

1. Updated drawing were issued on 1/30/19. These are available on the CMHA website, <https://cintimha.com/business-opportunities/resources/current-solicitations/>
2. Replace the 6' x 15' carpet area in vestibule with First Impressions Tattersall Smoke with Black Texture 24 in. x 24 in. Carpet Tile or approved equal.
3. The tile in the first floor restrooms next to the game rooms shall be cleaned and sealed in the same manner as the lobby and vestibule.
4. The elevator closest to the office shall have LVT installed. The elevator with the marble tile floor will not have LVT installed.
5. The stairs, treads and risers, leading down to the meeting room shall have LVT installed, along with matching nosing manufactured by the LVT manufacturer.
6. LVT can be installed directly over the vinyl tiles in the laundry room, meeting room, and game room.

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7. The contractor will be responsible for trimming any doors that rub or scrape the new flooring.
8. The contractor is responsible for leveling any uneven areas that may cause gaps in the floor over time or result in a walking hazard.
9. LVT shall be installed at all stair well landings where vinyl flooring exists. The vinyl flooring must be removed prior to LVT installation.
10. The contractor can place a dumpster in the loading dock area off of Dana Ave. The dumpster's location shall not interfere with deliveries or daily operations. Coordination with building management will be required.
11. The contractor will have 90 days from the issuance of the Notice to Proceed, to complete this contract.
12. The contractor will not be required to install flooring in the kitchen/serving area off of the meeting room, but shall provide enough material, plus 10%, so flooring can be installed at a later date by the owner.
13. The contractor is to provide threshold/transitions strips manufactured by the flooring manufacturer as to match the LVT provided. The threshold/transition strips shall be submitted to the Owner for approval.
14. A copy of the Pre Bid sign-in sheet is attached.

## **Questions**

1. The scope of work for each project states to steam clean and seal tile floor in the lobby. Is this referring to the main entry lobby areas on the first floor or does it also include the elevator lobbies?  
A: This refers to the ceramic tile areas in the vestibule and waiting area just outside the office, along with the public restrooms net to the game room.
2. Who is responsible for moving and replacing the office and lobby furniture during the flooring replacement?  
A: The contractor is responsible for moving any furniture, office equipment, cubicle walls, etc., in order to properly install the LVT flooring.
3. Are the mechanical, trash and maintenance rooms included in the flooring replacement?  
A: No.

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4. In the public restrooms who is responsible for removing and reinstalling the toilets and partition walls or can we cut around these items?  
A: We will not be replacing the floors in the public restrooms. These floors shall be steam cleaned and sealed.
  
5. We note that Under the Supplemental Instructions to Bidders, the bid documents required that 10. Contract is required. Is that the 7 page Contract set of documents in each of the Bid packages?  
A: Yes it is. An error was found on the first page. A new first page of the contract is attached, please replace it with the attached.
  
6. Also, under the Supplemental Instructions to Bidders, the bid documents required that 7. MBE Forms and 8. Attachment A—MBE Certification there are only two Minority Forms within the Bid package, Minority Business Enterprise (MBE) & Women Business Enterprise (WBE) and Contractor's MBE/WBE Participation Report Form. In the Bid package Index it list MBE Forms 1, 2 and 3 and Attachment A (MBE Certificate). Please indicate to us which forms are required and if they are not within the Bid package please forward them to us as soon as possible.  
A: The table of contents incorrectly identifies the number of pages for MBE/WBE forms. The 2 pages of MBE/WBE Participation forms included within the specifications is correct.
  
7. Are Stair Treads being replaced, in addition to stair landings receiving VCT?  
A: No they are not.
  
8. Are 4th Floor Attic Rooms 464 and 465 included in scope?  
A: No they are not.
  
9. Is Meeting Room on 1st floor included in scope?  
A: Yes it is.
  
10. Where VCT exists, it is to remain, and LVT installed over?  
A: Yes, the VCT will remain. The vinyl flooring on stair landings at each floor shall be removed prior to LVT installation.
  
11. Who is responsible for trimming of doors if required?  
A: The contractor.





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CINCINNATI METROPOLITAN HOUSING AUTHORITY

AND

Contractor

Contract No. 2018-3016

This Contract is made and entered into between the CINCINNATI METROPOLITAN HOUSING AUTHORITY, hereinafter referred to as “Owner” and the below named, hereinafter referred to as “CONTRACTOR.”

Contractor’s name \_\_\_\_\_

Contractor address \_\_\_\_\_

### 1. PURPOSE AND BACKGROUND

OWNER is the 17<sup>th</sup> largest public housing authority in the United States. OWNER’s Asset Management Portfolio of properties are owned and operated by OWNER.

The purpose of this contract is for the Contractor to provide construction services at OWNER’s Evanston property further described in Exhibit A.

### 2. STATEMENT OF WORK

The Contractor shall furnish the personnel, material, and/or services and otherwise do all things necessary for or incidental to the performance of the work set forth in Exhibit A.

Exhibit B contains the General Terms and Conditions governing work to be performed under this contract, the nature of the working relationship between OWNER and the Contractor, and specific obligations of both parties.

### 3. APPLICABLE DOCUMENTS

This contract includes all relevant terms in Solicitation 2018-3016: Evanston – Common Area Flooring Replacement, the Contractor’s submitted Proposal and all documents, policies, and documents incorporated by reference. All documents, sections, exhibits, clauses, terms and provisions of this Performance Based Contract shall be read so as to be consistent to all extent practicable. In the event that any document, section, clause, exhibit, term or provision of this Contract conflicts with any provision of any of the above

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\*\*\*END OF ADDENDUM TO DATE 2/5/19\*\*\*

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