



PALM BEACH COUNTY HOUSING AUTHORITY

RFP ADDENDUM #2 Solicitation No. PBCHA-RFP-2022-28

DATE: December 27, 2022

TO: All Prospective Respondents

RE: **Request for Proposals for Design/Build Services**

The following additions and/or modifications to the Request for Proposals (RFP) posted to the PBCHA website, on December 12, 2022, will become part of Design/Build Services solicitation. The RFP closing date will remain the same January 23, 2023, at 2:00 p.m.

1. Pre-Proposal Meeting Minutes

The remaining portions of this Request for Proposals for Design/ Build Services remain unchanged.

Sincerely,

LaQuavial Pace
Contracts and Procurement Manager

Return of this Addendum is not mandatory; however, the Bidder is responsible for its contents and is requested to sign and submit this Addendum with its response to the RFP.

ACKNOWLEDGED:

For: _____
(Company Name)

By: _____

Date: _____

ADDENDUM #2
RFP No.: 2022-28 Design/Build Services



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PRE-PROPOSAL CONFERENCE MEETING MINUTES

1. The pre-bid conference was held on Tuesday, December 20th at 10:00 a.m. at 3333 Forest Hill Blvd., West Palm Beach, FL 33406 in the Main Conference Room.
2. Ms. Pace provided a brief overview of the agency's background, project summary, project goals, budget, and bonds requirements. Ms. Pace advised all meeting attendees to read the scope of services in its entirety to get a clear and concise understanding of PBCHA needs.
3. Evaluation – The Evaluation Committee will evaluate each Proposal and will determine which Proposal fulfills the evaluation criteria in a way that serves the overall best interest of the Authority. Please ensure you address every criteria in full detail.
4. Insurance – Respondents must submit with their proposal, proof of insurance meeting or exceeding the agency requirements. The successful Respondent must submit, prior to signing of the Contract, among other things, a Certificate of Insurance including Authority as an additional insured for Commercial General Liability and Auto Liability Insurance. (Page 8)
5. All proposals are due by January 23, 2023, at 2:00 p.m. Please include signed addendums with your proposal submittal. We will not accept late proposals. Respondents should carefully follow the format and instructions outlines in the submittal section of this solicitation. (Page 8-10)
6. All question pertain to this solicitation must be in writing and emailed directly to Kerry James, Chief Administrative Officer at kejames@pbchafll.org . You should not direct any questions to PBCHA Board of Commissioner, or any of PBCHA Staff.
7. Attachments. We ask that you return all attachments. Where there are no signature requirements, we ask that you initial the bottom of each page. So, we know that you have read each document. All attachments are to be completed with initial and/or signature.
8. Section 3 and Minority Business participation. It is important to our Board, so please pay attention to these sections of the solicitation. Section 3 participation is a part of HUD requirement when using federal dollars and is mandatory that we adhere to the requirements when awarding this contract. This contract requires you to hire someone from one of our remote properties and/or a participant from our HCV program. If this job stimulates an additional hire, you must hire someone that meets Section 3 criteria. Palm Beach county Housing Authority can assist you with the Section 3 requirements if needed, after award of contract.
9. Debarment. Palm Beach County Housing Authority will perform a debarment search on the HUD Limited Denial of Participation and Voluntary Abstention List and the System for Award Management website to ensure your firm is in good standing.
10. Lead Certification – It will be the responsibility of the Design Build Contractor to take the lead on the application for that and ensure that we can check those boxes.



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Meeting Attendees

William Hatcher, Hatcher Construction
John Langford, JWL Engineering
Fabrizzio Zambrano, JWL Engineering
Ezra Saffold, All-Site Construction
Chalicia Washington, All-Site Construction
Kathia Green, Stuart Architecture (via Zoom)
Jeff Sanon, Pillar Consultants
Tammy McDonald, Chief Development Officer
LaQuavial Pace, PBCHA Contracts and Procurement Manager



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QUESTIONS AND ANSWERS

Q1. Is the performance and payment bond due within 10 days of award?

A1. Yes, The tentative terms and conditions in this regard are as follows: within ten (10) business days after the award of the Contract by the Authority, the DBC shall provide the Authority with Performance and Payment Bonds. Page 3 of the solicitation package.

Q2. How will the modular container come? Do they come pre-wired or pre-finished?

A2. We have done extensive research to try to find a modular product using steel shipping containers that is fabricated within a factory control process. So, the precision points can be achieved. We found (1) one company. Most of the companies that we have seen in the marketplace that are doing this kind of work are companies that deliver the shipping containers to the site. And then they have to be built out at the site or on the site. That defeats the purpose are trying to bring this kind of project product to the marketplace within the time frame that we want to bring it to the market. So, therefore we were able to find (1) one company and the company we found is a company called Container. It is our intention to sole source that company because pursuant to HUD and our Palm Beach County procurement requirements we have the ability to sole source. Then you deemed the design build contractor and you as the contractor will work with that company. We'll take care of the stabilizing of the contract and assign it to the design build contractor.

Now to get to your questions, specifically the product that they generate is one that's done in their factory starting with the shipping container. Upon delivery to the Site, the units are complete with plumbing, electrical, HVAC and mechanical components, as well as architectural finishes. Essentially you would have to assemble these products utilizing the specs and so forth that have provided, and the Architect and Engineer are local license that working with your firm. And the very first step would be demolition of the current building.

Q3. Does the company itself, Container, have all the developer codes while their building the containers or is that where the Engineer working with them to guide them?

A3. Both, the Container have a Florida - licensed Architect on staff. But I don't know that they are intimately familiar with the nuances of the building here in West Palm Beach. That is when our local Architect will look at the plans and specs and advise them that the window is too high or outlets are out of place, etc. The Architect and Engineering firm will ensure that the design and building standards for the Project contained in the South Florida Building Code as well as all applicable local building codes and ordinances are successfully met or exceeded.

Q4. The maximum budget amount. Does that include the purchase of those modular containers? Are we to purchase the container through our contract?

A4. Yes, the project's maximum budget is up to \$12,500,000 including the assembled containers and all contingencies. Yes.