



**URFP ADDENDUM #2**  
**Solicitation No. PBCHA-URFP-2023-11**

DATE : June 15, 2023

TO : All Prospective Respondents

**RE : Unsealed Request for Proposal for Exterior Painting of Residential Buildings and Leasing Office at Seminole Circle Apartments**

The following additions and/or modifications to the Unsealed Request for Proposals (URFP) posted to the PBCHA website, on June 5, 2023, will become part of the Exterior Painting of Residential Buildings and Leasing Office at Seminole Circle Apartments. The URFP closing date will remain the same Thursday, July 6, 2023, at 2:00 p.m.

1. Pre-proposal Meeting Minutes Transcript

2. Questions and Answers

Every effort will be made to maintain this schedule. However, all dates are subject to change if it is deemed to be in the best interest of PBCHA.

Sincerely,

LaQuavial Pace  
Contracts and Procurement Manager

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

ACKNOWLEDGED :

For : \_\_\_\_\_  
(Company Name)

By: \_\_\_\_\_

Date : \_\_\_\_\_



## PRE-PROPOSAL CONFERENCE MEETING MINUTES

1. The pre-proposal conference was held on Tuesday, June 13, 2023, at 2:00 p.m. at 3333 Forest Hill Blvd., West Palm Beach, FL 33406.
2. All proposals are due by July 6, 2023, at 2:00 p.m. Please include signed addendums with your proposal submittal. We will not accept late proposals.
3. Ms. Pace provided a brief overview of the purpose of the solicitation, the agency's background, and scope of work. Ms. Pace advised all attendee to read the statement of needs in its entirety to get a clear and concise understanding of PBCHA needs. If there is any change to the solicitation, we will issue an addendum that will change the solicitation documents. All addendums are posted on our website at [www.pbchafl.org](http://www.pbchafl.org) and DemandStar when issued.
4. All question pertain to this solicitation must be in writing and emailed directly to [procurement@pbchafl.org](mailto:procurement@pbchafl.org). You should not direct any questions to PBCHA Board of Commissioner, or any of PBCHA Staff.
5. Offerors are required to submit one (1) original and four (4) copies of their proposal to PBCHA on or before the closing date. Your original submission must include Page i submission cover sheet, with the original signature. Proposals received after this date and time will be rejected. Copies of this URFP are available electronically by visiting PBCHA's website [www.pbchafl.org](http://www.pbchafl.org) under doing business with Palm Beach County Housing Authority or by contacting the Contracting Officer via email at [procurement@pbchafl.org](mailto:procurement@pbchafl.org).
6. Attachments. We ask that you return all attachments. Where there are no signature requirements, we ask that you initial the bottom of last page of the HUD document. So, we know that you have read them in its entirety. All attachments are to be completed in its entirety, initialed, and signed.
7. 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. Palm Beach county Housing Authority can assist you with the Section 3 requirements if needed, after award of contract.
8. 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.
9. Question Period. Questions are to be submitted (5) days before the submittal deadline. The timeline for proposal submission will not be extended automatically by asking a question.



### Meeting Attendees

Lila Sparks-Book, KER Construction, LLC  
Essah Rahaman, KER Construction, LLC  
Luis Villabla, Five 12 Painting & Remodeling, LLC  
Steven Espinal, ADEC Construction, Inc.  
Jack Field, Eagle Painting  
Andrew Thomas, A Thomas Construction, Inc.  
Michael Vazqun, Mario's Painting Restoration & Waterproofing  
Irisday Asanya, ID Painting Corp.  
Sam Joseph, SMG Contractors  
Mike Gurman, Bulldog Contracting, LLC  
Chris Rutter, Kodak Property Maintenance  
Margaret Quinn, PBCHA Capital Improvement Manager  
Diane Wilson, PBCHA Director of Asset Management  
LaQuavial Pace, PBCHA Contracts and Procurement Manager

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### QUESTIONS AND ANSWERS

Q1. Will we be able to access the water for the painting project for Seminole Apartments?

**A1. No. Contractors must use a fire hydrant meter.**

Q2. Will we be required to remove signs on the building then put back or paint around the signs?

**A2. Yes. The contractor shall remove signs, paint then reinstall.**

Q3. I assume we are not painting the wall on the school side. Are we painting both sides of the wall along Kewanee Road?

**A3. No, you will NOT be painting the school side of the wall. But the contractor shall paint both sides of the wall including the top of the wall on Kewanee Road and Seminole Drive.**

Q4. Are we pressure washing the soffit and gutters even though we aren't painting them?

**A4. Yes.**



Q5. Are the stucco repairs to included in the total price or do we allocate a specific amount and a per square foot price over the allocation?

A5. All stucco repairs are to be included in the price quote for this project.

Q6. Will there be anyone coming out to do the onsite interviews with laborers for this project? Are you verifying their pay to the certified payroll submitted to PBCHA?

A6. Yes. The assigned Contract Administrator and/or Contracts and Procurement Manager will perform the on-site interviews with laborers for the assigned Contractor and/or Subcontractor for this project.

Yes, we are verifying that the rate of pay provided at the time of the interview matches the certified payroll.

Q7. Do the aluminum soffits get painted?

A7. Yes.

Q8. Which floors get painted?

A8. No, floors are to be painted. Page 11 of solicitation states "AREAS NOT TO BE INCLUDED"  
– Any floors or walkways.

Q9. Can we use water from each building to pressure clean that building?

A9. No. All water is metered to the tenants. Contractor must use the fire hydrant meter.