



CITY OF HOUSTON

Housing and Community Development Department
Purchasing Section

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Mayor

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February 20, 2012

SUBJECT: Letter of Clarification No. 1

REFERENCE: RFP No.: T24036 for HUD Housing & Community Development Single Family Reconstruction Program Disaster Recovery Group 3 for the Housing and Community Development Department

TO: All Prospective Respondents:

This Letter of Clarification is issued for the following reasons:

• To clarify the above referenced solicitation as follows:

1. Page 1, DESCRIPTION; IS REVISED TO READ AS FOLLOWS:

DESCRIPTION: Housing and Community Development Single Family Reconstruction Program Disaster Relief Group 3

2. Page 2, 4.0 MANDATORY PRE-PRE PROPOSAL CONFERENCE REVISED TO READ AS FOLLOWS:

4.1 A Mandatory Pre-Proposal Conference will not be hosted for this RFP.

3. General Specifications, Page 19, 3.E, EXTERIOR SLABS:

2. Either a four (4) inch slab with #3 rebar 18" or a 4" post tension shall be placed over fill. If applicable, see Drawings for slab detail. Control joints and expansion joints shall be used to divide slabs into approximate "squares" not exceeding 12 feet by 12 feet.

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification (s) and/or provision (s) in conflict with the letters of Clarification. It is the responsibility of the proposer to ensure that they have obtained any such previous Letter (s) associated with this solicitation. By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this solicitation.

If you should have any questions or if further clarification is needed regarding this RFP, please contact Derrick McClendon at 713/868-8369.

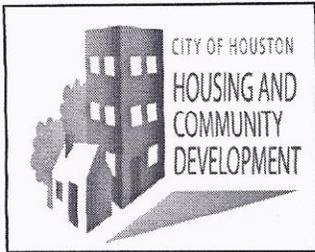
Sincerely,

Derrick McClendon
Senior Procurement Specialist
City of Houston, Housing and Community Development

Attachment: Pages 1, 2 of RFP and 19 of General Specifications marked REVISED FEBRUARY 20, 2012

End of Letter of Clarification 1

Council Members: Helena Brown Jerry Davis Ellen R. Cohen Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez
James G. Rodriguez Mike Laster Larry V. Green Stephen C. Costello Andrew C. Burks, Jr. Melissa Noriega C.O. "Brad" Bradford Jack Christie
Controller: Ronald C. Green



**CITY OF HOUSTON, TEXAS
NOTICE OF REQUEST FOR PROPOSAL (RFP)
SOLICITATION NO.: T24036**

**HCDD RETAIL DIVISION
SINGLE FAMILY HOME REPAIR
PROGRAM
"PARTNERING TO BETTER SERVE
HOUSTON"**

NIGP CODE: 909-62

SOLICITATION DUE DATE/TIME: March 13, 2012 at 2:00 P.M., CST

SUBMITTAL LOCATION: City Secretary's Office
City Hall Annex, Public Level
900 Bagby Street
Houston, Texas 77002

DESCRIPTION: Housing & Community Development Single Family Reconstruction Program Disaster Relief Group 3

In accordance with T.L.G.C. § Chapter 252, competitive sealed Proposals for the services specified will be received by the City Secretary's Office of the City of Houston at the above specified location, until the time and date cited. Offers must be in the actual possession of the City Secretary's Office on or prior to the time and date, and at the location indicated above. Late offers will not be considered.

Offers must be submitted in a sealed envelope or package with the Solicitation Number and the Offeror's name and address clearly indicated on the envelope or package. All offers must be completed in ink or typewritten. Additional instructions for preparing an offer are included in this Solicitation.

OFFERORS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE SOLICITATION

Solicitation Contact Person:
Derrick McClendon

Name	Housing & Community Development Deputy Director
Derrick.McClendon@houstontx.gov	February 15, 2012
E-Mail Address	Date

SPECIAL INSTRUCTIONS TO OFFEROR(S)
SOLICITATION NO.:T24036

1.0 INTRODUCTION:

- 1.1 The City of Houston, Housing and Community Development Department (HCCD) seeks a qualified company(s) to serve as a "General Contractor(s)" to undertake housing reconstruction contracts for homes damaged or destroyed during the United States President declared, "Major Disaster Hurricane Ike (1791)".
- 1.2 The Housing & Community Development Department (HCDD) is seeking "Proposals" from companies that are capable and desirous of serving as "General Contractors". Company(s) selected as General Contractor(s) through this "Request for Proposal" solicitation process will be awarded housing reconstruction contracts offered in connection with this project.

2.0 SUBMITTAL PROCEDURE:

- 2.1 Seven (7) hardcopies of the Proposals, including one (1) printed original signed in BLUE ink (clearly marked "**Original**"), six (6) copies (clearly marked "**Copy**"), and two (2) additional electronic CD copies are to be submitted in a sealed envelopes/boxes bearing the assigned Solicitation Number, located on the first page of the RFP document to:

City Secretary's Office
City Hall Annex
900 Bagby
Houston, Texas 77002

- 2.2 The deadline for the submittal of the Proposals to the City Secretary's Office is no later than the date and time as indicated on the first page of the RFP document. Failure to submit the required number of copies as stated above may be subject for disqualification from the RFP process.
- 2.3 Respondents may elect to either mail or personally deliver their Proposals to the City Secretary's Office.
- 2.4 The City of Houston shall bear no responsibility for submitting responses on behalf of any General Contractor. General Contractor(s) may submit their Proposals to the City Secretary's Office any time prior to the stated deadline.

3.0 PROPOSAL FORMAT:

- 3.1 The Proposal should be electronically generated, and the printed original signed in ink. They should not be submitted in elaborate or expensive binders. Legibility, clarity, and completeness are important and essential.
- 3.2 The Proposal must be signed by an individual(s) legally authorized to bind the Offeror(s), and must contain a statement that the Proposal and the prices contained therein shall remain firm for a period of one hundred-eighty (180) days.

4.0 MANDATORY PRE-PROPOSAL CONFERENCE:

- 4.1 A Mandatory Pre-Proposal Conference will not be hosted for this RFP.

5.0 ADDITIONAL INFORMATION AND SPECIFICATION CHANGES:

- 5.1 Requests for additional information and questions should be addressed to the Housing and Community Development Department, Procurement Division, Senior Procurement Specialist, Derrick McClendon, telephone: 713.868.8369, fax: 713.868. 8306, or e-mail (preferred method to): Derrick.McClendon@houstontx.gov, no later than Tuesday, February 21, 2012 at 5:00 p.m. CST. The City of Houston shall provide written response to all

GENERAL SPECIFICATION AND REQUIREMENTS FOR SINGLE
FAMILY HOME REHABILITATION

8. Walk shall be protected from freezing for at least two (2) days after placement. Concrete shall not be placed if temperature is below 40° Fahrenheit, unless special measures are taken. See the Building Code.

3.D. INTERIOR SLABS

1. When required by the Bid Document or Code, four (4) inches of lime waste or road stone, as needed, shall be placed on undisturbed or compacted fill. Rake sand level to a uniform thickness. Fill as needed base course of clean graded gravel, no larger than two (2) inches and not smaller than ¼ inch. Excavation shall not be below exterior wall base or footing.
2. A continuous 6 mil membrane shall be installed on top of gravel. Precaution shall be taken so as not to tear the membrane during concrete placement.
3. Concrete slab to be constructed with 4000 lb. concrete with a 4-inch minimum thickness.

3.E. EXTERIOR SLABS

1. When required by the Bid Document or Code, area shall be filled with four (4) inches of sand or a mixture of sand and gravel uniformly compacted.
2. Either a four (4) inch slab with #3 rebar 18" or a four (4) inch post tension shall be placed over fill. If applicable, see Drawings for slab detail. Control joints and expansion joints shall be used to divide slabs into approximate "squares" not exceeding 12 feet by 12 feet.

3.F. SLAB TOPPING

1. Existing slab shall be cleaned of all surface dirt and grease, and scrubbed thoroughly to provide a dust-free base for topping. Use a quality product manufactured specifically for this type of cleaning.
2. A minimum of two (2) inch concrete topping material with 6x6 10/10 welded wire shall be placed over slab. Trowel, slope and otherwise finish similar to regular slab work.

3.G. SPLASH BLOCK

1. Size shall be 12" x 18" minimum and may be either job site formed or precast. When job formed, make at least four (4) inches thick with concrete depression sloped away from building. Reinforce with wire mesh.
2. Existing splash blocks which have settled shall be reset to drain away from the building.

3.H. STEPS

1. **Concrete Steps** shall be formed to accurate profile with riser height not to exceed 7 inches and tread to be a minimum of 11 inches. Round all nosing and provide fillet on internal corners. Broom across direction of traffic. If applicable, see drawings or Bid Document for details of reinforcing.
2. **Precast Concrete Stairs** shall be of a minimum 4,000 P.S.I. strength and shall be supplied by a reputable precast concrete supplier. Precast concrete areaway shall be leveled, plumbed and braced solidly before commencing backfilling. Backfilling shall be done in 8" layers and compacted before next lift is replaced.
3. 4000 lb. air entrained concrete shall be used.
4. Protection shall be provided as required for sidewalks.