

## City of Surprise, Arizona

### Addendum No. 2 Solicitation Additions and Clarifications

Request for Proposal (RFP):

Elm Street Project  
#317000108

---

1. **CHANGE**

**TO ATTACHMENT A – SPECIFICATIONS SECTION 3 REMODEL REQUIREMENT**  
**PARAGRAPHS: A , I and K**

**The clauses shall now read as follows:**

**A. ADDITION**

The additional square footage shall include 1 master bedroom with master bathroom and an additional bedroom. Bedroom 1 (Master) shall have a minimum square foot of 250 plus closet space with direct access to additional bathroom (master bathroom). Master bathroom shall have a minimum of 100 square feet. Bedroom 2 shall have a minimum of 120 square feet plus closet space. (Utilize all FHA approved materials) Siding and roofing of additions shall match existing in material and color. Construction of a new back exterior door.

Ensure Gable is constructed on the addition to match existing home.

Remove non-bearing wall separating kitchen from dining area. Redesign kitchen to be conducive of space with an open floor plan to the living room.

**I. STORAGE, FURNITURE, ACCESSORIES**

Provide a storage container sized to house necessary furniture and accessories (Estimated 20-yard container).

Home owner will pack and place items into provided container, Home owner at the completion of remodel will unpack and move items from the storage container. (Store container shall be offsite in a secured location).

**K. MECHANICAL, HVAC, INSTALL**

Remove existing cooling system and dispose off-site. Install new HVAC (heat/ac unit) with seer rating of 14 and necessary ductwork. Mechanical contractor to properly size unit to warm and cool the house during times of temperature extremes. Provide calculations. Unit shall be connected to NEW ductwork complete. (abandon existing) Unit shall be connected to electrical system complete. Provide and install new stand. Unit shall be U.L. and A.G.A. approved. Include new electrical connection and condensation line to edge of roof at rear. Install new thermostat WHITE ROGERS, HONEYWELL or equal. Install new plenum. Extra care shall be taken to not cut or damage trusses when installing unit. TRANE, CARRIER, RUUD, GANITROL or pre-approved equal.

Will be electric

Comply with

Sec 122-69.1(f) (11)

Roof-mounted mechanical equipment shall be screened from public view and designed to appear as an integral part of the building, with the exception of solar panels. Mechanical equipment, propane tanks, water filters, coolers and air conditioning units and similar utility equipment installed at ground level or wall mounted shall be screened from public view.

If unit is placed on existing trusses a structural engineer will need to provide calculations to show that the roof can withstand the weight of the unit. If unit is placed on the addition (New trusses) it must be designed to withstand the weight of the unit.

Provide the following on the Pricing sheet located in the construction Packet:

Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_ Size: \_\_\_\_\_

2. **REPLACE**  
Replace the attached REVISED Price Sheet

3. **ADD**

**TO ATTACHMENT A – SPECIFICATIONS PARAGRAPH 3 REMODEL REQUIREMENT**

**N. PLUMBING, WATER HEATER, REMOVE AND REPLACE, BUILD OUTSIDE ENCLOSURE**

Remove existing water heater. Repair damaged drywall and paint to match existing area. Relocate plumbing to reinstall new water heater.

Install electric water heater with new 50 gallons, electric water heater by STATE or approved equal. Include high limit cutoff, temperature and pressure relief valve with pipe discharge and venting. Unit to have a five-year warranty. New water heater shall be elevated 18" minimum at new location outside. Complete installation shall comply with all applicable City of Surprise building and plumbing codes. Demo old water heater off-site.

Install water heater on raised 3" concrete pad. Install new painted steel factory made enclosure. Include venting, T&P with discharge, concealed plumbing with valves, strap to structure and insulating wrap all per code. All water piping to be copper. Gas piping to meet all code requirements. Repair and touchup all affected surfaces.

**4. QUESTIONS**

- Will there be an agreement with the Owner of the residence?  
**City Response:** Yes, a separate contract will need to signed after award of this solicitation. A SAMPLE Owner Contract Agreement is attached as Exhibit E.
- Does the City have a copy of the residential "As Builts"?  
**City Response:** "As Builts" for this residence is not available
- Will the Offerors have a second walk through to take proper measurement for the Design?  
**City Response:** Yes, a second site visit will be scheduled on January 25, 2017. Exact time and instruction will be posted in a separate Addendum
- Is Professional Liability Insurance required?  
**City Response:** The City will waive the requirement for Professional Liability Insurance
- What is going to be the final approximate final square footage of the residence?  
**City Response:** Current sq. ft. equals 800. Final required sq. ft. shall equal approximately 1270 sq. ft.
- What is the City of El Mirage contact information for the Water Department?  
**City Response:** 623-933-1228

5. There are no further changes at this time.

Offerors are instructed to return a copy of this addenda form signed by an authorized firm agent as part of the submittal.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
DATE



## Schedule of Values RFP 317000108

**Procurement Division**  
 16000 N. Civic Center Drive  
 Surprise, Arizona 85374  
 Phone: (623) 222-3700  
 Fax: (623) 222-3701

### Design and Remodel Services - Elm Street Project

BID ITEM	SCHEDULE OF BID ITEMS	UNIT	QTY	UNIT COST	TOTAL
1	DESIGN SERVICES	LS	1	\$ -	\$ -
3A	ADDITION TO THE HOUSE	LS	1	\$ -	\$ -
3B	KITCHEN, CABINETS	LS	1	\$ -	\$ -
3C	PLUMBING, SINK REPLACEMENT WITH STAINLESS STEEL	LS	1	\$ -	\$ -
3D	PLUMBING, FAUCET, KITCHEN WITH SUPPLIES AND SHUTOFFS	LS	1	\$ -	\$ -
3E	CABINETS, VANITY W MIRROR 30" WITH INTEGRAL TOP AND SINK	LS	1	\$ -	\$ -
3F	DOOR, INTERIOR, EXISTING FRAME, PAINT	LS	1	\$ -	\$ -
3G	COUNTERTOP, NEW CONSTRUCTION	LS	1	\$ -	\$ -
3H	PAINT, INTERIOR, SEMI-GLOSS LATEX	LS	1	\$ -	\$ -
3I	STORAGE, FURNITURE, ACCESSORIES	LS	1	\$ -	\$ -
3J	ELECTRICAL, LIGHT FIXTURES, REPLACE	LS	1	\$ -	\$ -
3K	MECHANICAL, HVAC, INSTALL	LS	1	\$ -	\$ -
	MANUFACTURE NAME:				
	MODEL:		SIZE:		
3L	PORCH, DESIGN AND BUILD	LS	1	\$ -	\$ -
3M	FLOOR, VINYL SHEET	LS	1	\$ -	\$ -
3N	PLUMBING, WATER HEATER, REMOVE AND REPLACE, BUILD OUTSIDE ENCLOSURE			\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
	List any additional Cost			\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				<b>SUBTOTAL</b>	\$ -
				<b>TAX</b>	\$ -
				<b>TOTAL</b>	\$ -

**OWNER-CONTRACTOR AGREEMENT**

**OWNER NAME:** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

**PROGRAM COORDINATOR:** \_\_\_\_\_

**THIS AGREEMENT**, made and entered into this \_\_\_ day of \_\_\_\_\_, 2017 by and between \_\_\_\_\_, hereinafter referred to as the **CONTRACTOR** \_\_\_\_\_ hereinafter referred to as the **OWNER(S)**, of the City of Surprise, County of Maricopa, State of Arizona.

**WITNESSETH:** That said Owner and Contractor, for and in consideration of the sum to be paid by said Owner, in the manner and at the time hereinafter provided, and of other covenants and agreements herein contained, hereby agrees, for himself, his heirs, executors, administrators, successors, and assigns, as follows:

A. **CONTRACT PRICE:** Contractor shall furnish all labor, materials, services, supervision, tools, equipment, licenses and permits necessary to complete the work specified in the Bid Package and plans, a copy of which is attached hereto as Exhibit "A", to rehabilitate the property located at the above address, for the sum of \_\_\_\_\_ The Contract price constitutes the entire consideration for the performance and completion of all work to be performed under this contract.

B. **METHOD OF PAYMENT:** Compensation for the work performed shall be paid in one (1) payment for the value of the work satisfactorily completed at the time of each payment. Progress payments will be made after the work is \_\_\_\_\_ 100 \_\_\_\_\_ percent complete.

C. **CONTRACTOR AGREES TO:**

1. Refrain from commencing work until written "Order to Proceed" ([HRP 4.2}) has been issued; begin work within seven (7) calendar days following receipt of above notice and complete work within \_\_\_\_\_ ( ) business days thereafter, unless modified by change order. Contractor agrees that for each and every day that work shall remaining complete after the time specified for completion, the sum of fifty dollars (\$50.00) per day may be deducted from monies due to the Contractor.
- 2) Perform work in compliance with local codes, ordinances, and laws adopted by the locality, the State of Arizona, and the Federal government; and with all plans and specifications prepared by the Program Coordinator. All work shall be completed in a workmanlike manner.
- 3) Provide proof of meeting all contractor requirements listed in the referenced Bid Package.
- 4) Obtain all permits and licenses required for execution and completion of the work to be performed.
- 5) Keep the premises clean and orderly during the course of the work and remove all debris at the completion of the work. Materials and equipment that have been removed and replaced as part of the work shall belong to the Contractor.
- 6) Not assign the contract without written consent to the owner, and the Rehab Specialist/Consultant.

- 7) Guarantee the work for a period of two (2) years from the date of final acceptance of all work required by the contract and to furnish the Owner, in care of the Rehab Specialist/Consultant, with all manufacturers' and suppliers' written guarantees and warranties covering materials and equipment furnished under the contract.
- 8) Not to do any work not in the Bid Package and plans without a "Change Order" signed by the Owner and approved by the Program Coordinator.
- 9) Permit periodic inspections of all rehabilitation work by representatives of the Rehab Specialist/Consultant and the owner.
- 10) Furnish Owner, in care of the Program Coordinator, affidavit and satisfactory release of liens applicable to complete work or installed material.
- 11) Not discriminate against any employee or applicant for employment because of race, creed, color, sex, handicap or national origin.
- 12) To require compliance by each subcontractor with the applicable provisions of this contract. The Contractor shall be as fully responsible to the Owner for the acts and omissions of his subcontractors, and of persons either directly or indirectly employed by them as he is for the acts and omissions of persons directly employed by him.

**D. OWNER AGREES TO:**

- 1) Refrain from permitting or making any changes or additions to the Bid Package and plans without written approval of the Program Coordinator.
- 2) Permit the Contractor to use, at no cost, existing utilities, such as light, heat, power and water, necessary to carrying out the completion of the work.
- 3) Cooperate with the Contractor to facilitate the performance of the work, including the removal and replacement of rugs, coverings, and furniture as necessary.
- 4) Issue a written "Order to Proceed" ([HP 4.2]) within thirty (30) days of the date of contract award.

**E. GENERAL PROVISIONS:**

- 1) This contract embodies all of the representations, rights, duties and obligations of its parties, and any prior oral or written agreement not embodied herein shall not be binding upon or accrue to the benefits of any of the parties.
- 2) The Contractor agrees to perform the work required by this contract in an occupied/unoccupied building; and the Owner agrees that neither he nor the members of his family, his tenants, agents, or employees will hinder the Contractor in his work.
- 3) It is hereby agreed by all parties that the Rehab Specialist/Consultant shall represent the Owner in the control, supervision and direction of the work to be performed under this contract. A copy of all written communication between the Owner and the Contractor must be sent to the Program Coordinator.
- 4) Both parties acknowledge that no member of the governing body of the locality nor any employee of the locality who exercises any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, has any personal interest, direct or indirect, in this contract.

- 5) The Program Coordinator shall arbitrate all claims between the Owner and Contractor and on all other matters relating to the execution and progress of the work or in the interpretation of the contract documents.
- 6) The Contractor shall adhere to Federal lead based paint hazard elimination regulations, should lead based paint conditions exist in the unit to be rehabilitated. If lead based paint conditions are encountered, the Contractor shall **immediately** notify the project architect/consultant and the County for assistance.

This agreement shall not become a contract binding upon the parties concerned until these parties have properly signed this agreement.

**IN WITNESS WHEREOF**, all parties concerned acknowledge that they have read, understand, approve, and accept all of the provisions of this contract and the attachments thereto.

Owner(s): \_\_\_\_\_

Contractor: \_\_\_\_\_.

\_\_\_\_\_  
**OWNER(S)**

STATE OF ARIZONA )

ss.

County of Maricopa )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, and acknowledge that he/she executed the foregoing for the purpose and consideration therein expressed.

**IN WITNESS WHEREOF** I hereunto set my hand and official seal.

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Notary Public

**CONTRACTOR**

STATE OF ARIZONA )

ss.

County of Maricopa )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_ and acknowledge that he/she executed the foregoing for the purpose and consideration therein expressed.

**IN WITNESS WHEREOF** I hereunto set my hand and official seal.

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Notary Public