



**ADDENDUM NO. 1**  
**INVITATION FOR BIDS**  
**Single Family Homes Roof Replacement and Repair**

**Addendum Issue Date: February 18, 2010**

**Bids Due: March 1, 2010, 3:00 PM**

---

This Addendum is hereby made a part of the contract documents on which all bids will be based, and is issued to correct and clarify the original *Invitation for Bids* (IFB) for the above referenced project, released on February 11, 2010.

All bidders must acknowledge receipt of this Addendum at the appropriate space on the *Form of Bid*, under Part V of the IFB, by inserting its number and date. This addendum includes one attachment (Item No. 1).

**ITEM NO. 1**

Minutes and sign-in sheet from the Pre-Bid Meeting, held on February 16, 2010 at the HAS Administrative Office – 1407 Wheaton Street, are attached.

**ITEM NO. 2**

**SECTION 3.2: GENERAL REQUIREMENTS, Page 6, 1.**

DELETE: "Provide Descriptive Style Specifications for all roofing improvements along with detailed roof schematics."

**ITEM NO. 3**

**SECTION 3.2: GENERAL REQUIREMENTS, Page 6, 5.**

ADD: If damage is discovered, replace or repair Sheathing and/or Plywood Roof Decking.

**ITEM NO. 4**

**SECTION 4.4: SUBMISSION INSTRUCTIONS, Page 11, Last Paragraph:**

DELETE: "Any request for additional information must be addressed to Dante Muhammad, Capital Improvements Coordinator at [dmuhammad@savannahpha.com](mailto:dmuhammad@savannahpha.com)."

REPLACE with the following: "Any request for additional information must be addressed to Rosalyn J. Truitt, Director of Development Services, at [rtruitt@savannahpha.com](mailto:rtruitt@savannahpha.com)."

**ITEM NO. 5**

**SECTION 4.5: QUESTIONS, Page 11:**

DELETE: "...submitted to the submission address or e-mail address identified in Section 5.2:"

REPLACE with the following: "...submitted to the submission address or e-mail address identified in Section 4.4."

**SECTION 4.6: RESTRICTED COMPETITION NOTICES, Page 12:**

DELETE: "...should be submitted to the submission address identified in section 5.2:"

REPLACE with the following: "should be submitted to the submission address identified in Section 4.4."

**ITEM NO. 6**

**PART V: REQUIRED BID DOCUMENTS & CERTIFICATION FORMS, Page 13, 9.:**

DELETE: "(Form HUD-5369, the instructions for completing the form, are found under Part VII)"

REPLACE with the following: "(Form HUD-5369, the instructions for completing the form, are found under Part VI)"

**ITEM NO. 7**

**FORM OF BID, Page 14, 1.:**

DELETE: 1) Furnish Roofing Schematics and Descriptive style specifications.

( \$ \_\_\_\_\_ )

**ITEM NO. 8**

**PART VI: GENERAL CONTRACTOR/ SUBCONTRACTOR INFORMATION & DOCUMENTS, Page 33, 1.:**

DELETE: "(to be used to complete Form HUD-5369A under Part VI of the IFB)"

REPLACE with the following: "(to be used to complete Form HUD-5369A under Part V of the IFB)"

**END OF ADDENDUM NO. 1**

**ISSUED BY:** Earline Wesley Davis  
Executive Director

HOUSING AUTHORITY OF SAVANNAH

**Issue Date:** February 18, 2010



**HOUSING AUTHORITY OF SAVANNAH**  
**Pickens Patterson Terrace – Single Family Homes**  
**Roof Replacement and Repair**

**Pre-Bid Meeting Minutes**  
**February 16, 2010, 11:30 AM**

The following is a summary of general notes and discussion at the Pre-Bid Meeting for the Roof Replacement and Repair projects for Pickens Patterson Terrace and Single Family Homes (HUD Development No. GA002000003). The meeting was held at 11:30 AM on Tuesday, February 16, 2010, at the HAS Administrative Office, 1407 Wheaton Street, Savannah, GA.

**INTRODUCTIONS**

Rosalyn J. Truitt, Director of Development Services, opened the meeting by introducing the two staff members present: Tammy Altizer, Management Analyst and Bob Bruce, Facilities Inspector.

**AMERICAN RECOVERY AND REINVESTMENT ACT**

Ms. Truitt outlined the general requirements of the Invitation For Bids (IFB) for Pickens Patterson Terrace and the IFB for Single Family Homes. Ms. Truitt acknowledged the very quick turnaround for the solicitation of bids. She stated that this was due to some additional projects that had to be added under the American Recovery and Reinvestment Act Capital Fund Program budget, which became necessary in order to make sure that the Housing Authority of Savannah uses all funds awarded by the March 17, 2010 obligation deadline.

Ms. Truitt outlined the obligation deadline information related to the American Recovery and Reinvestment Act (ARRA) and referred to the ARRA Contract Requirements Certification Form that will need to be submitted by the bidder for award of contract. Ms. Truitt stressed that the project will move forward immediately with obligation in order to meet the March 17<sup>th</sup> obligation deadline.

**SECTION 3 REQUIREMENTS**

Ms. Truitt detailed the Section 3 requirements and pointed the attendees toward an expanded section of the IFB defining the Section 3 Program and its expectations for the two projects. HAS has a goal of 30% Section 3 participation and Ms. Truitt indicated due to increased visibility on Section 3 by HUD, HAS will be vigilant in meeting all goals and reporting requirements for the Section 3 Program.

**QUESTIONS & ANSWERS REGARDING PROJECTS**

Ms. Truitt encouraged that all questions be put in writing and e-mailed to her at [rtruitt@savannahpha.com](mailto:rtruitt@savannahpha.com) by February 22, 2010. An addendum answering all questions will

be issued by February 24, 2010. Ms. Truitt then opened the floor for questions, referring all technical questions regarding the Scope of Work to Mr. Bruce.

The following is a summary of questions that were posed during the meeting:

Q: Is there a preference to hire local contractors, since the stimulus funds were meant to stimulate the local economy? If not, should there be?

A: No, HAS cannot, under federal guidelines, stipulate contract awards be given strictly to local bidders. However, under Section 3, HAS requires that the selected contractor hire from the public housing neighborhood and/or the surrounding area where the contracted work is taking place.

Q: Under Section 3.5, Item No. 5 of the IFBs, how would you “straighten” waves or depressions in roof? Clarification needed.

A: The intent is to ensure that there is a smooth surface for sheathing. If there is damage found, the contractor would need to correct it before proceeding with the installation.

Q: Will the contractor be required to replace decking? It is not included in the scope of work under IFB Section 3.2?

A: Yes, it is included in the Form of Bid. This was an oversight and will be added under the scope of work through an addendum.

Q: Will the contractor have to remove all felt?

A: Yes, the felt needs to be removed in order to see if sheathing needs to be replaced and then the felt will be replaced.

Q: Where are both neighborhoods located?

A: Pickens Patterson Terrace is located at the end of Lewis Drive off of Abercorn Ext. between Dan Vaden Chevrolet and JC Lewis Ford. Single Family Homes is located behind Kingstown Apartments off of Skidaway Road.

Q: Referring to Section 3.2, Item No. 6, will materials used have to match existing? Will be required to replace only if damaged?

A: Yes. Yes, only to be replaced if damaged. If any damage is found, the Facilities Inspector should be contacted to determine the extent and nature of the damage.

Q: Should the bidder specify materials in design document?

A: Yes, if needed.

Q: Will the contractor need a permit?

A: Yes.

Q: How should soffit and fascia be priced on the form of bid?

A: Yes, soffit and fascia should be priced by linear foot and that will determine overall pricing once the project is underway and it is discovered how much needs to be replaced.

Single Family Homes has vinyl soffits and metal fascia and Pickens Patterson Terrace has both metal soffits and fascia. Single Family Homes currently does not have a drip edge and this must be installed.

Q: Will contractor be using one color for every building?

A: Yes, must match as closely as possible to original.

*Ms. Truitt mentioned that it might be helpful to know that Single Family Homes is being re-designed currently for possible homeownership in the next two years.*

Q: Because of future homeownership, would HAS be interested in a GAF thirty-year warranty system that would cover materials and labor and is transferrable between owners? This program can only be offered by some contractors.

A: HAS cannot limit the project to only a small pool of contractors who could provide this program in the spirit of open competition. However, if a bidder can provide such a program, please include, along with price information, on the Form of Bid. If the bidder is the low responsive and responsible bidder for either project, a discussion could take place.

*A discussion then followed regarding the difference in the competitive proposals procurement method and the sealed bids procurement method.*

■

There being no further business, Ms. Truitt closed the meeting by thanking everyone for attending and their interest in doing business with the Housing Authority of Savannah.

**PATTERSON TERRACE - SINGLE FAMILY HOMES ROOF REPAIR  
PRE-BID MEETING SIGN-IN SHEET**

February 16, 2010, 11:30 AM

	Name	Address	Phone No.	Fax No.	Email
1	Serry Gibson	P.O. Box 745 Mette GA 30439	912-536 <del>601-1694</del>		Jerry.gibson@fady.com
2	Haron Lee / Best Homes of Savannah	24 DEAYTON ST. SAVANNAH GA 31401	912-629-5571	912-447-5440	haron@besthomesofsavannah.net
3	Cyri Glosby / Johnson Const.	415 Renaissance Rd SAVANNAH	912-233-3031	912-234-7500	JOHNSONEXT@BellSouth.NET
4	Bill Myers	106 S. Nicholas Cir	912 233 4884	920 4871	S06bloading@yahoo.com
5	Willie Turner / S.E. Enterprises	5 CARDINAL CO. SQ. & 31406	912-691-0454	912-691-0456	WTOTEN1016@aol.com
6	Roy Donaldson / W B M	P.O. 906 MATH. BLVD. 30439	912-685-3949	912-685-4113	W B M
7	Michael Gay	2001 MILLS BLAUE BLVD.	912-233-3268	912-233-0888	qedwards@edcoatings.com
8	Rosalyn Truitt	HAS			
9	Tammy Altizer	HAS			
10	Bob Bruce	HAS			
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					