



HOUSING AUTHORITY

OF THE CITY OF KEY WEST, FLORIDA

Addendum to the Bid Documents

Addendum No.:

Addendum Issue Date:

Bid No.:

Invitation for Bid Issue Date:

Project Title:

Date of Bid Opening:

Notice to all plan holders: This Addendum No. ____, containing the following revised information, is hereby made part of the Invitation for Bids package for the above named project. Bidders shall take this Addendum into consideration when preparing and submitting their bids and it shall be attached to the Bid Submittal.

PLEASE NOTE THE FOLLOWING REVISED DATES.

Deadline for Questions: Thursday, June 16, 2022 by 4:00 p.m.

Last Addendum: Tuesday, June 21, 2022 by 4:00 p.m.

Closing Date / Bid Opening: Friday, July 15, 2022 at 4:00 p.m.

Board Approval: Tuesday, August 9, 2022 at 3:00 p.m.

FOR YOUR CONVENIENCE:

PLEASE SEE THE ATTACHED REVISED COVER PAGE, REVISED INVITATION FOR BIDS (TO BE INSERTED INTO SECTION 1), AND A REVISED PROCUREMENT SCHEDULE TO BE INSERTED AS THE NEW PAGE 1 OF SECTION 2.

The Bidder must acknowledge receipt of this Addendum in the space provided on page ____ of the Bid Form. Failure to do so may subject the Bidder to disqualification.

End of Addendum No. ____





HOUSING AUTHORITY

OF THE CITY OF KEY WEST, FLORIDA

Invitation for Bids

SERVICE UPGRADE - SENIOR CITIZEN PLAZA (SCP)

No. KWHHA-22-IFB-139

Issue Date: Friday, May 27, 2022

Pre-Bid Meeting: Thursday, June 9, 2022 at 9:00 a.m.

Deadline for Questions: ~~Tuesday, June 14, 2022 by 4:00 p.m.~~

Thursday, June 16, 2022 by 4:00 p.m.

Last Addendum: ~~Friday, June 17, 2022 by 4:00 p.m.~~

Tuesday, June 21, 2022 by 4:00 p.m.

Closing Date / Bid Opening: ~~Friday, June 24, 2022 at 4:00 p.m.~~

Friday, July 15, 2022 at 4:00 p.m.

Board Approval: ~~Tuesday, July 12, 2022 at 3:00 p.m.~~

Tuesday, August 9, 2022 at 3:00 p.m.

1400 Kennedy Drive, Key West, Florida 33040



HOUSING AUTHORITY

OF THE CITY OF KEY WEST, FLORIDA

INVITATION FOR BIDS ("IFB") **SERVICE UPGRADE - SENIOR CITIZEN PLAZA (SCP)** **No. KWAH-22-IFB-139**

The Housing Authority of the City of Key West, Florida (KWAH) invites eligible contractors to submit sealed bids to provide a service upgrade to include new electrical service from a Keys Energy pad transformer, new secondary service conductors, new main switchboard, new emergency generator and tank, connection cabinet, new emergency feeders, and a new fire pump controller for a 5-story occupied residential apartment structure located at 1400 Kennedy Drive, Key West, Florida. The total allowable time for completion of the project will be 12-months (permitting: 1 month / work: 11 months).

The IFB package will be on DemandStar.com and KWAH.org as of **Friday, May 27, 2022** or may be requested by contacting Vanessa Sellers at the KWAH via electronic mail (sellersv@kwha.org) or by telephone (305-296-5621 x 282).

An optional attendance pre-bid meeting will be conducted in person at the KWAH at 1400 Kennedy Drive, Key West, starting at **9:00 a.m. on Thursday, June 9, 2022** to familiarize bidders with the bid package and the site. Due to the nature of the project, virtual attendance will not be possible.

No verbal requests for clarification of information will be accepted. All questions must be made in writing via mail (1400 Kennedy Drive, Key West, FL 33040), email (sellersv@kwha.org), or hand delivery, and all questions must be received no later than ~~Tuesday, June 14, 2022 by 4:00 p.m.~~ **Thursday, June 16, 2022 by 4:00 p.m.** Appropriate questions will be answered and any revisions to the IFB will be provided in a written addendum to be issued no later than ~~Friday, June 17, 2022 by 4:00 p.m.~~ **Tuesday, June 21, 2022 by 4:00 p.m.**

Sealed bids must be received by ~~4:00 p.m. on Friday, June 24, 2022~~ **4:00 p.m. on Friday, July 15, 2022** at 1400 Kennedy Drive, Key West, Florida 33040, at which time and place all bids will be publicly opened and read aloud. Applicants who fail to submit by the deadline of the submission date will be deemed non-responsive. All responses submitted are subject to these instructions and HUD Form 5369, "Instructions to Bidders for Contracts Public and Indian Housing Programs."

Attention is called to the provisions for equal opportunity and payment of not less than the minimum salaries and wages, as set forth in the bid documents, which must be paid on this project. This opportunity is covered under Section 3 of the HUD Act of 1968.

Prior to the start of the work, the successful bidder must furnish a General Liability Insurance Certificate to the KWAH in an amount not less than \$2,000,000, and the following types of insurances shall be in force: Worker's Compensation, Automobile Liability for all Vehicles/Equipment to be used in the work, and any other types required when performing work of this nature. The contractor must have a current occupational and trade license required by local ordinances.

The KWAH reserves the right to reject any or all bids or to waive any informality(s) in the bidding and to award to any party considered to be in the best interest of the KWAH.

Bids must be submitted in a sealed envelope and addressed as follows:

INVITATION FOR BIDS – SERVICE UPGRADE - SENIOR CITIZEN PLAZA (SCP)
BID # KWAH-22-IFB-139
ATTN: PROCUREMENT DEPARTMENT
1400 KENNEDY DRIVE, KEY WEST FLORIDA 33040

If bids are submitted by courier service, both the sealed interior and exterior envelope shall be marked "INVITATION FOR BIDS – SERVICE UPGRADE - SENIOR CITIZEN PLAZA (SCP)". No bid shall be withdrawn for a period of ninety (90) days subsequent to the opening of the bids without the consent of the KWAH.

By: Randy Sterling
Executive Director / Contracting Officer

DATE FOR PUBLICATION: Friday, May 27, 2022 (DemandStar.com & KWAH.org)

SERVICE UPGRADE - SENIOR CITIZEN PLAZA (SCP)

INTRODUCTION & OVERVIEW, PROCUREMENT SCHEDULE, SCOPE OF SERVICES AND GENERAL SPECIFICATIONS, QUALIFICATIONS, EVALUATION & SELECTION, AND OTHER RELEVANT INFORMATION

Part I. Introduction and Overview

The Housing Authority of the City of Key West, Florida (the HA) is a municipal agency created under F.S. 421. The HA's mission is to provide safe, secure, and quality affordable housing solutions to citizens of the community in a manner that promotes the self-sufficiency of low-income families and meets the needs of moderate-income families in the local workforce.

The purpose of this Invitation for Bids (IFB) is to obtain bids from qualified contractors to provide a service upgrade to include new electrical service from a Keys Energy pad transformer, new secondary service conductors, new main switchboard, new emergency generator and tank, connection cabinet, new emergency feeders, and a new fire pump controller for a 5-story occupied residential apartment structure located at 1400 Kennedy Drive, Key West, Florida.

This opportunity is covered under Section 3 of the HUD Act of 1968.

Part II. Procurement Schedule

Advertised on DemandStar.com	Friday, May 27, 2022
IFB package posted on the KWH & MCHA websites	Thursday, May 26, 2022
Pre-Bid Meeting	Thursday, June 9, 2022 – 9:00 a.m.
Deadline for questions (unless extended via an addendum)	Tuesday, June 14, 2022 – 4:00 p.m. Thursday, June 16, 2022 – 4:00 p.m.
Deadline for KWH-issued responses & any revisions (unless extended via an addendum)	Friday, June 17, 2022 – 4:00 p.m. Tuesday, June 21, 2022 – 4:00 p.m.
Submission deadline & bid opening (unless extended via an addendum)	Friday, June 24, 2022 – 4:00 p.m. Friday, July 15, 2022 – 4:00 p.m.

Part III. Scope of Services & General Specifications

The Contractor shall provide all labor, tools, equipment, and materials necessary to provide a service upgrade to include new electrical service from a Keys Energy pad transformer, new secondary service conductors, new main switchboard, new emergency generator and tank, connection cabinet, new emergency feeders, and a new fire pump controller for a 5-story occupied residential apartment structure located at 1400 Kennedy Drive, Key West, Florida. Contractor will refer to the electrical engineering and structural engineering plans provided in this section of the IFB. Contractor shall provide its own office trailer if one is needed or desired by Contractor. No on-site office facilities will be provided by the Housing Authority.

The Housing Authority will provide the following:

- On-site exterior storage space for materials and office trailer
- Access to on-site public restroom for use by the Contractor and its employees and any of its sub-contractors and their employees
- Temporary electrical power