

Department of City Development, City of Milwaukee

Invitation for Bid #57304
Board-up and Property Maintenance

Addendum #1
August 24 2011

THIS ADDENDUM TO THE SPECIFICATION IS ISSUED TO MODIFY, CLARIFY OR CORRECT THE ORIGINAL DOCUMENTS AND IS HEREBY MADE A PART OF SAID DOCUMENTS.

In the Specifications for the Bid Package, the following additions and revisions shall be included:

Section I (Q) is added to read:

SECTION 3 BUSINESS PARTICIPATION- Section 3 Business Participation is also encouraged for this bid. Responding Vendors must complete the Section 3 Business Certification Form, Attachment B.

Section II (R) should now read:

QUALIFICATIONS - DCD will not consider proposals from organizations and/or individuals who:

1. Are debarred by the US Department of Housing and Urban Development (fill out and return with the bid the Non Debarment form, Attachment C)

Section II (A) requires a Bid Guarantee in the amount of Five Hundred Dollars (\$500.00). The Bid Guarantee may be in the form of a certified check or bank draft payable to the Department of City Development, or a satisfactory bid bond. If the Bid Guarantee is in the form of a bid bond, the attached form and affidavit shall be used.

ALL PROPONENTS SHALL ACKNOWLEDGE RECEIPT AND ACCEPTANCE OF ADDENDUM NUMBER 1 (DATED August 24, 2011) FOR INVITATION FOR BID #57304, BY SIGNING IN THE SPACE PROVIDED AND SUBMITTING THE SIGNED ADDENDUM WITH YOUR BID. BIDS SUBMITTED WITHOUT THIS ADDENDUM MAY BE CONSIDERED NON-RESPONSIVE.

SIGNED THIS _____ DAY OF _____, 20__.

SIGNATURE

COMPANY NAME

ATTACHMENT B

City of Milwaukee – Neighborhood Stabilization Program (NSP)

Section 3 Business Certification

Section 3 Business Criteria: Your business is eligible for Section 3 Certification if it meets any one of the following criteria. If your business meets one or more of these criteria, please circle the applicable criteria.

1. Fifty-one percent or more of your business is owned and managed by a Section 3 qualified person or persons. (See qualification guidelines below)
2. Thirty percent or more of your permanent, full-time employees are Section 3 qualified persons.
3. You can provide evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications of (1) and (2) above.

Section 3 Person Criteria: A Section 3 qualified person must:

- 1.) Be a resident of Public or Indian Housing; **or**,
- 2.) Live in the Milwaukee Metropolitan Area (Milwaukee, Waukesha, Washington or Ozaukee Counties); **and**, earn no more than the following amounts:

Family Size:	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Household Income	\$39,850	\$45,550	\$51,250	\$56,900	\$61,500	\$65,050	\$70,600	\$75,150

Section 3 Statement: Please check the appropriate box below.

- My business is a Section 3 business in accordance with the criteria circled above under Section 3 Business Criteria.
- My business is not a Section 3 business.

Signature:		Date Signed:
Name:	Title:	
Company Name:		
Address:		
Telephone Number:		

Note: The City of Milwaukee may request documentation and additional information as may be reasonably required to certify whether your business qualifies as a Section 3 business. If you are found to have intentionally falsified any information on this report, you may be prohibited from bidding on future City of Milwaukee projects.

If you have any questions about this form, please call your agency contact representative.

ATTACHMENT C

The undersigned, being duly authorized to act on behalf of _____ (the "Contractor"), hereby certifies that neither the CONTRACTOR nor any of its principals are debarred, suspended, or proposed for debarment for federal financial assistance (e.g., General Services Administration's List of Parties Excluded from Federal Procurement and Non-Procurement Programs).

The CONTRACTOR further certifies that all potential sub-recipients, contractors, and any and all of their principals are not debarred, suspended or proposed for debarment, and that the CONTRACTOR will not enter into any transactions with any sub-recipients, contractors, or any of their principals who are debarred, suspended or proposed for debarment.

Signature/Authorized Official

Date

Title

BID BOND FORM

KNOW ALL MEN BY THESE PRESENTS, That we the undersigned,

_____ as PRINCIPAL,
(name of Principal)

and

_____ ,as SURETY
(name of Surety)

are held and firmly bound unto the Department of City Development of the City of Milwaukee, 809 North Broadway, Milwaukee, Wisconsin, hereinafter called the "DCD," in the penal sum of Five Hundred Dollars (\$500.00), lawful money of the United States, and the payment of which sum will and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly be these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, That whereas the principal has submitted for the accompanying bid, dated _____, 20 _____, for _____.

NOW, THEREFORE, if the principal shall not withdraw said bid within period specified therein after opening of the same, or, if no period be specified, within sixty (60) days after the said opening; and shall within the period specified therefore, or if no period be specified within ten (10) days after prescribed forms are presented to him for signature, enter into a written contract with DCD in accordance with bid as accepted, and give bond with good and sufficient surety or sureties, as may be required, for the faithful performance and proper fulfillment of such contract; or in the event of withdrawal of said bid within period specified, or the failure to enter into such contract and give such bond within the time specified, if the Principal, shall pay DCD may procure the required work, or supplies, or both, if the latter amount be in excess of the former, then the above obligation shall be void and of no effect, otherwise to remain in full force and virtue.

IN WITNESS THEREOF, The above-bounded parties have executed this instrument, under their several seals this _____ day of _____, 20____ the name and corporate seal of each corporate party being hereto affixed and these Presents duly signed by its undersigned representative, pursuant to authority of its governing body.

(Principal)

(Business Address)

Witness:

_____ By _____ Affix
Corporate Seal

Title _____

(Corporate Surety)

(Address)

Witness:

_____ By _____ Affix
Corporate Seal

Title _____

(Power-of-attorney for person signing for surety company must be attached to bond.)

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____, certify that I am the Secretary of the corporation named as Principal in the within bond; that _____, who signed the said bond on behalf of the Principal was then _____ of said corporation; that I know his/her signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed, and attested to for and in behalf of said corporation by authority of its governing body.

Affix
Corporate Seal

BOND AFFIDAVIT

STATE OF WISCONSIN)
SS
MILWAUKEE COUNTY)

being first duly sworn, on oath deposes and says that he/she is

(Attorney-in-Fact Agent)

of _____

surety on the within bond executed by _____

Affiant further deposes and says that no Commissioner or Employee of the Department of City Development of the City of Milwaukee, and no city official or city employee of the City of Milwaukee has any interest; directly or indirectly in, or is receiving any premium, commission, fee, or other thing of value in account of the sale or furnishing of said bond.

Subscribed and sworn to before me this

_____ day of _____, 20 ____.

Notary Public, _____ County, _____

My commission expires _____