



Memphis Housing Authority
Capital Improvements Department
700 Adams Street, Room 107
Memphis, Tennessee 38105-5029

ADDENDUM NO. 1
Issued: May 16, 2023

This addendum shall become and form a part of the following solicitation:

Solicitation #CI 23 B 00661

Montgomery Plaza Interior Renovation of 9 Units, Memphis, TN

TO ALL POTENTIAL OFFERORS:

This Addendum, including all articles and corrections listed below, shall become a part of the original solicitation package, and shall be considered in preparing your proposals.

To ensure that all firms are given an equal opportunity to submit a competitive bid, copies of the Pre- Bid Conference meeting minutes, and revisions regarding Solicitation # CI 23 B 00661 for Montgomery Plaza Interior Renovation of 9 Units, Memphis, Tennessee are included herein.

Please acknowledge receipt of this addendum by signing, dating, and including a copy of this addendum cover sheet in your proposal.

Name of Firm:

Signature: _____

Date: _____

Title: _____

MEETING MINUTES

Date: May 16, 2023

To: Potential Bidders

From: Moshe Cole, Construction Project Manager, MHA Capital Improvements

RE: Pre-Bid Conference

Solicitation # CI 23 B 00661: Montgomery Plaza Interior Renovation of 9 Units, Memphis, TN

CC: Moshe Cole, MC	Project Manager, MHA
Kelitia Dickson, KD	Director of Capital Improvements, MHA
Kevin Pilate, KP	Senior Project Manager, MHA
David Walker, DW	Contracting Officer, MHA
Colby Mitchell, CM	Architect, STA
Issac Barranes, IB	Architect, STA
Edith Washington, EW	Architect, STA
Stan McCall, SM	Gibraltar Construction
Donald Hall, DH	Kingdom Home Builders
Stella Minor, SM	One Hour Air
Shalonda Lawrence, SL	One Hour Air
Karen Carter, KC	Coleman Contractors and Design

Two Pre- Bid Meetings were held at the Memphis Housing Authority Central Office in room 216 on Thursday, April 13, 2023, at 2:00 P.M. and on Tuesday, May 2, 2023, regarding Solicitation No. CI 23 B 00661 for Montgomery Plaza Interior Renovation of 9 Units, Memphis TN.

The following items were discussed in the Pre-Bid Meeting and are listed as follows:

MC: Welcome and Introductions

CM: Explained Scope of Work to potential bidders.

MC: Reviewed Bid Process with potential bidders.

MC: Reviewed Bid form with potential bidders

MC: Discussed Contractor's work schedule.

KD: Reviewed Mandatory Submittals for Contractors.

Meeting adjourned at 02:44 PM

REVISIONS:

1. The original Bid Opening date for this solicitation is Wednesday, May 24, 2023, at 2:00 PM.
 - a. PLEASE DELETE AND CHANGE TO THURSDAY, JUNE 29, 2023, AT 2:00 PM.

2. The Question and Answer period for this solicitation was set to expire on Wednesday, May 17, 2022 at 4:00 PM.
 - a. PLEASE DELETE AND CHANGE TO THURSDAY, JUNE 22, 2023, AT 4:00 PM.

END OF ADDENDUM #1