

ADDENDUM # 1



RFP # 26-3-JA

Tejano Center

Request for Proposals: Seeking vendors to provide home rehab repairs and construction services to Tejano Center for Community Concerns

Date DUE May 29, 2026 at 2 PM

Contact: Adriana Tamez – President & CEO

purchasing@tejanocenter.org or (713) 640-3793

The following addendum is to be added to the RFP to clarify areas of the RFP.

1. The timeline is being updated as follows:

Due Date is May 29, 2026, at 2 PM. Page 4 is changed as follows

B. Proposed Timeline (subject to revision):

- Release of RFP May 8, 2026
- **Deadline for Receiving Response to RFP: May 29, 2026, at 2:00 pm**
- Pre Proposer Conference – Optional – May 21, 2026, via teams. (Contact via email homerepair@tejanocenter.org for the link
- RFPs by email will not be accepted, must be mailed or hand delivered.
- *Evaluate and Negotiate: May 29, 2026, to June 20, 2026
- *Recommendation/Board Approval: June – TBA

2. The page 2 of the RFP is amended to read as follows:

A. Purpose of the Services

The purpose of the Request for Proposals is to request home repairs and construction services as follows: Please provide a schedule of values for each task. Afterwards, Tejano Center will request specific pricing for detailed work at specific locations.

Tejano Center has added a **Standardized Benchmark Scope** instruction sheet. This instructs all bidding contractors to use their unit rates against a hypothetical, uniform 1,500 sq. ft. Houston home with fixed material quantities and allowances (such as specific roof squares, window counts, and kitchen allowances).

Please see attachment.

ATTACHMENT

Dear Contractor,

As part of your application to join our non-profit's qualified contractor pool for upcoming residential housing rehab programs in the Houston area, we require a standardized pricing submission.

To ensure an equitable evaluation across all applicants, please fill out the attached **Construction Budget** sheet based on the **Standardized Benchmark Scope** detailed below. Do not use "units of 1" or enter a single lump sum. Base your material quantities and labor estimates on a hypothetical **1,500 sq. ft., 3-bed, 2-bath single-family home** with the following specific requirements:

- **Planning/Permits:** Price a standard residential remodeling permit through the City of Houston.
- **Foundation:** Assume localized leveling/shoring requiring **15 concrete pressed pilings** (standard Houston clay soil remediation).
- **Roofing:** Assume **20 squares** of 30-year architectural shingles (includes tear-off of one existing layer and replacement of 3 damaged decking sheets).
- **Windows & Doors:** Standard replacement of **10 vinyl double-pane windows** and **2 exterior doors**.
- **HVAC:** Budget for a complete replacement of a **3-ton, 14-SEER straight-cool gas system** (including digital programmable thermostat).
- **Plumbing:** Assume a complete horizontal re-pipe using **PEX piping** for 2 full baths and 1 kitchen.
- **Electrical:** Budget for a **200-amp service panel upgrade** and weather head replacement.
- **Drywall:** Assume replacement, tape, float, and texture of **20 sheets** of 1/2" drywall.
- **Material Allowances (Input Labor/Fixed Installation Costs Only):**
 - *Kitchen line item:* Assume a **\$6,000** material allowance for cabinets, countertops, and sink.
 - *Bath line item:* Assume a **\$3,000** material allowance for vanities, tile, and tubs.
 - *Appliances line item:* Assume a **\$2,500** material allowance for a standard stove, fridge, and range hood

Submission Rules:

1. If you self-perform a trade, you must break down the **Labor (Hours & Rates)** and **Materials (Units & \$/Unit)**.
2. If you utilize a subcontractor who quotes a flat rate for a trade (e.g., Electrical or HVAC), enter that flat rate strictly under the **Fixed Cost Amount** column.
3. The "Total" column will automatically calculate. Please double-check that your math aligns across the rows before finalizing.

Please return this completed pricing sheet along with your qualification packet by **May 29, 2026, at 2 PM**.