

**Letter of Addendum #1**

**NPC Renovation at MHMRA'S Facility, 1502 Taub Loop, Houston, Texas**

**To:** All Contractors

**From:** Sharon Brauner, Buyer III, Senior Purchasing Coordinator

**Cc:** Nina Cook, CPPB, Purchasing Manager

**Date:** June 11, 2009

**RE: Letter of Addendum #1 for NPC Renovation at MHMRA'S Facility, 1502 Taub Loop, Houston, Texas**

For the benefit of all Contractors submitting Proposals and to avoid possible confusion, the Proposal documents are clarified as follows. Please note this Letter of Addendum #1 and all attachments are hereby incorporated into the Proposal document.

**I. ADDENDUM**

**Ad posted in the Newspaper was revised 6/11/09, as follows:**

**MENTAL HEALTH MENTAL RETARDATION AUTHORITY OF HARRIS COUNTY** will be accepting Proposals for the following service:

**NPC RENOVATIONS AT MHMRA'S FACILITY  
1502 TAUB LOOP**

**SCOPE OF WORK:** Contractor to furnish labor and material for renovations at MHMRA's NPC Facility.

**All Specifications and Drawings will be provided Electronically,** via MHMRA website <http://www.mhmraharris.org> and/or may be secured from MHMRA, Harris County, Purchasing Services, 1st floor, located at 7011 Southwest Freeway, Houston, Texas 77074; telephone (713) 970-7300 beginning Tuesday, June 16, 2009. **A Mandatory Pre-Proposal Conference and Site Visit is scheduled for 10:00 a.m., Wednesday, June 24, 2009 at 1502 Taub Loop, Houston, TX 77030.** Proposals must be submitted to Purchasing Department by **10:00 a.m., on Tuesday, July 14, 2009,** at 7011 Southwest Freeway, Houston, Texas 77074 in a sealed envelope marked **"PROPOSAL - DO NOT OPEN UNTIL - TUESDAY, JULY 14, 2009 NPC RENOVATIONS"**. Any questions pertaining to this solicitation should be addressed in writing to Sharon Brauner, Buyer III, Senior Purchasing Coordinator via fax at (713) 970-7682 or E-mail questions to [sharon.brauner@mhmraharris.org](mailto:sharon.brauner@mhmraharris.org) cc: [nina.cook@mhmraharris.org](mailto:nina.cook@mhmraharris.org). MHMRA reserves the rights to reject any and/or all proposals it deems to be in its best interests, to waive formalities and reasonable irregularities in submitted documents and is not obligated to accept the lowest proposal.

This Letter of Addendum #1 is hereby incorporated in the Proposal document and shall supersede any previous specification or provision in conflict with the Letter of Addendum #1. All Proposers/Contractors are directed to propose accordingly. Proposers/Contractors are required to add this Letter of Addendum #1 to the original Proposal document.