



**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT OR TASK ORDER**

1. Amendment Modification No.	2. Effective Date	3. REQUISITION/PURCHASE REQ. NO.
4. ISSUED BY Norfolk Redevelopment and Housing Authority Purchasing Services Office 201 Granby Street, 7th Floor Norfolk, VA 23510		5. ADDRESS OFFER TO (if other than item 6)
6. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		7A. AMENDMENT OF SOLICITATION/CONTRACT NO.
		7B. DATED (SEE ITEM 8)

**8. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 11. The hour and date specified for receipt of Offers  is extended,  is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 6 and 12, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**9. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 10.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 11 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 7A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 11, PURSUANT TO THE AUTHORITY OF VPPA § 2.2-4309.
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.**

10. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by section headings, including solicitation/contract subject matter where feasible.)

*Except as provided herein, all terms and conditions of the document referenced in Item 7A, as heretofore changed, remains unchanged and in full force and effect.*

11A. NAME AND TITLE OF CONTRACTOR (Type or print)		12A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
11B. CONTRACTOR/OFFEROR	11C. DATE SIGNED	12B. NRHA CONTRACTING OFFICER	12C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of person authorized to sign)	



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A003	1/23/2015	PR878-814-14R		

**DESCRIPTION OF AMENDMENT/MODIFICATION (CONTINUED)**

2. Bid Guarantee, in accordance with Attachment A, Instructions to Bidders for Contracts, Clause 9, is applicable to the solicitation and shall be included with Bid submission.

3. Assurance of Completion, in accordance with Attachment A, Instructions to Bidders for Contracts, Clause 10, is applicable to the solicitation and shall be required for contract performance, in accordance with the provisions of the clause.

The date and time for close of receipt of proposals is **changed** to, by not later than 3:00 p.m. on **Wednesday, February 11, 2015**.

All other terms and conditions of the solicitation, not included herein remain unchanged.



**Bid Bond**  
P.O. Box 968  
Norfolk, Virginia 23501  
(757) 623-1111  
TDD# (800) 545-1833

**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 NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY, hereinafter, called the "Local Public Agency," in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) lawful money of the United States, for 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 by these presents.

**THE CONDITION OF THIS OBLIGATION IS SUCH**, that whereas the Principal has submitted the Accompanying Bid, dated \_\_\_\_\_ 20\_\_\_\_, for \_\_\_\_\_.

**NOW, THEREFORE**, if the Principal shall not withdraw said Bid within the period specified therein after the opening of the same, or, if no period be specified, within forty-five (45) days after the said opening, and shall within the period specified therefore, or if no period is specified within ten (10) days after the prescribed forms are presented to him for signature, enter into a written Contract with the Local Public Agency in accordance with the 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 the withdrawal of said Bid within the period specified or the failure to enter into such Contract and give such bond within the time specified, if the Principal shall pay the Local Public Agency the difference between the amount specified in said Bid and the amount of which the Local Public Agency may procure the required work or supplies or both, if the latter 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 WHEREOF**, 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 the authority of its governing body.

\_\_\_\_\_  
*(Principal)*

\_\_\_\_\_  
*(Business Address)*

**WITNESS:**

Affix  
Corporate  
Seal

\_\_\_\_\_ By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
*(Corporate Surety)*

\_\_\_\_\_  
*(Address)*

**WITNESS:**

Affix  
Corporate  
Seal

\_\_\_\_\_ By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
*(Corporate Surety)*

\_\_\_\_\_  
*(Address)*

**(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

\_\_\_\_\_



# Non-Collusion Affidavit of Prime Bidder

P.O. Box 968  
Norfolk, Virginia 23501  
(757) 623-1111  
TDD# (800) 545-1833

State of \_\_\_\_\_ County/City of \_\_\_\_\_

\_\_\_\_\_ being first duly sworn, deposes and says that:

- (1) He/She is \_\_\_\_\_ of \_\_\_\_\_, the bidder that has submitted the attached bid;
- (2) He/She is fully informed respecting the preparation and contexts of the attached Bid and all of all pertinent circumstances respecting such Bid;
- (3) Such Bid is genuine and is not a collusive or sham Bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or bid price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Norfolk Redevelopment and Hosing Authority or any person interested in the proposed Contract; and,
- (5) The Price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

**NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Subscribed and sworn to before me on

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Title

My commission expires \_\_\_\_\_