



CITY OF BURNET  
ENGINEERING

**ADDENDUM NO. 1**

September 16, 2025

**Grant Administrative Services for HUD Community Project Funding Grant –  
Congressionally Directed Spending  
RFP 2025-006**

Ladies/Gentlemen:

The City of Burnet issues this Addendum on the above captioned project. This Addendum details the changes and the respective BID/RFQ/RFP document pages which were added and/or changed. Each submitter is required to acknowledge receipt of this Addendum, on the form included in the Addendum below.

Please sign and **return** this Addendum with your packet at time and location as advertised on the Invitation to Bid for this project. Addendum should be located at the beginning of the packet. Failure to acknowledge all the addenda issued will result in bid dismissal.

DESIGN ENGINEER APPROVAL:

Eric Belaj, PE, CFM  
*City Engineer*

Addendum items and pertaining attachment will be included in the following pages.

BIDDER ADDENDUM ACKNOWLEDGMENT BELOW:

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Bidder Rep. Name)

By: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_



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1. **Bonds**: No Change
2. **Dates**: No Change
3. **Questions and Answers**: This Addendum also answers questions posed by submitters as follows:
  - a. *Question from Bidder. How many months of construction does the City expect for the project? And What is the grant period of performance?*
    - Answer. Performance for the duration of the project. See below Project Milestones and Estimated Dates
      - Environmental Review Begins: July 2025
      - Environmental Review Completed (Estimated): December 2025
      - Preliminary Design & Engineering: January 2026 – March 2026
      - Final Design & Engineering: April 2026 – August 2026
      - Permitting & Approvals: May 2026 – November 2026
      - Procurement & Contractor Selection: December 2026 – March 2027
      - Construction Start: April 2027
      - Project Completion: Mid-2028 (Q2 or Q3)
  - b. *Question from Bidder. What is the construction budget for the project?*
    - Answer: \$3 Million.
  - c. *Question from Bidder. Will the City accept emailed proposal responses in lieu of hard copies?*
    - Answer: YES. Email them to [ebelaj@cityofburnet.com](mailto:ebelaj@cityofburnet.com). Due to file sizes, the city does not guarantee submittal coming through. Assure “received” response from the City as acknowledgment of receipt.
  - d. *Question from Bidder. Does the City expect the consultant to manage TxDOT and other contractors, or only HUD compliance/admin?*
    - Answer: Not TxDOT directly but assist the City in what HUD may require of TxDOT. The consultant is anticipated to assist the City in retaining a contractor to ensure grant requirements are met, conduct any field interview for grant purposes.
  - e. *Question from Bidder. Has the environmental review already been initiated, or is it expected to be performed by the grant administrator?*
    - Answer: Pape Dawson engineers is conducting an environmental assessment. Scheduled completion anticipated December 2025.



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- f. *Question from Bidder. Which HUD reporting system will be used (e.g., HEROS, DRGR, eCon Planning Suite)?*
    - Answer: HEROS. Others may be required if instructed by HUD.
  - g. *Question from Bidder. Will the City require monthly progress reports in addition to HUD-mandated quarterly/semiannual reports?*
    - Answer: No. However, the consultant will need to update the City at recurring meetings or via e-mail.
  - h. *Question from Bidder. Will the City handle drawdowns directly in LOCCS (HUD's Line of Credit Control System), or will the consultant be responsible??*
    - Answer: Consultant is anticipated to assist the City in the process.
  - i. *Question from Bidder. What is the expected invoicing/payment turnaround for consultant services?*
    - Answer: Dependent on the HUD Drawdown. Otherwise, within 30 days.
  - j. *Question from Bidder. Will City staff provide day-to-day procurement support, or should the consultant prepare bid packages and monitor contracts?*
    - Answer: Consultant is anticipated to assist the City through the process. The city will be managing the process.
  - k. *Question from Bidder. Who will serve as the primary point of contact at TxDOT and HUD for coordination?*
    - Answer: The City will coordinate with TxDOT, while the Consultant is expected to coordinate the HUD requirements.
  - l. *Question from Bidder. Is Davis-Bacon wage compliance applicable to this project (since it's construction)?*
    - Answer: It is anticipated that the Davis-Bacon Act will apply.
  - m. *Question from Bidder. Will the City require on-site presence for meetings, or is virtual participation acceptable?*
    - Answer: Some on-site presence may be needed, such as pre-bid, pre-construction, and other critical milestones. Other meetings can be virtual.
  - n. *Question from Bidder. Is there flexibility to extend the contract term if the project runs longer than 24 months?*
    - Answer: The Contract term is anticipated to be for the duration of the project. See above timeline on Question 1.
4. **Document Changes:** This item outlines changes to the Documents. N/A