

PROJECT:

Tub Surround & Shower Valve
Replacement
120 West Main Street
Norton, MA 02766
Project No. 218094

ADDENDUM NO. 4 08/04/2026

Posted: 08/04/2026 at 3:45PM EDT

Awarding Authority/Owner:

Norton Housing Authority
120 West Main Street
Norton, MA 02766

Reference Contract Documents (drawings and specifications) dated 07/08/2026

The attention of Bidders submitting proposals for the above subject project is called to the following addendum to the specifications and drawings. The items set forth herein, whether of omission, addition, substitution, or clarifications are all to be included in and form a part of the proposal submitted.

THE NUMBER OF THIS ADDENDUM (4) MUST BE ENTERED IN THE APPROPRIATE SPACE "B" PROVIDED AFTER THE WORD "NUMBERS" OF THE CONTRACT FORM ENTITLED "FORM FOR GENERAL BID," AND IN SPACE "B" OF THE "FORM FOR SUB-BID."

BID DOCUMENT MODIFICATIONS ARE AS FOLLOWS.

General Bid Date Changes:

Modify the general bid date as follows.

Change the general bid date and time from 08/19/2026 at 1:00PM EDT to read
08/26/2026 at 1:00PM EDT.

Filed Sub-bids :

Change the following filed sub-bid details for this Project.

TRADE DUE DATE CHANGE: The following trade(s) shall have their due dates changed.

22 00 00.FSB - Plumbing

Change the due date from 08/05/2026 at 1:00PM EDT to 08/12/2026 at 1:00PM EDT

Specifications:

- Replace the following technical sections in their entirety. (See attached)
00 73 39 Supplier Diversity Program

Participation Goals:

Participation goals in Section 00 73 39 have been changed to the following:
3% MBE, 3% WBE and 0% VBE

Other Modifications / Attachments:

The following attachment includes additional modifications, clarifications and/or provisions not included in the items above in this Addendum.
See document at the end of document.

All other of the portions of the Contract Documents remain **unchanged**. Please be reminded to acknowledge this Addendum on the bid forms.

ATTACHMENTS

00 73 39 Supplier Diversity Program
218094 Norton Housing - Addendum_4.pdf

--- End of Addendum No. 4 ---

ADDENDUM NO. 4

August 04, 2026

To all Bidders on the Project titled:

TUB SURROUND & SHOWER VALVE REPLACEMENT WOODLAND MEADOWS 667-1 & 667-2

Norton, Massachusetts 02766
EOHLC Project #218094

Norton Housing Authority
120 West Main Street
Norton, Massachusetts 02766

Reference Contract Documents (drawings and specifications) dated July 08, 2026.

The attention of bidders submitting bids for the above subject project is called to the following addendum to the specifications and drawings. The items set forth herein, whether of omission, addition, substitution, or clarifications are all to be included in and form a part of the bid submitted.

THE NUMBER OF THIS ADDENDUM (4) MUST BE ENTERED IN THE APPROPRIATE SPACE "B" PROVIDED AFTER THE WORD "NUMBERD" OF THE CONTRACT FORM ENTITLED "FORM FOR GENERAL BID."

Modification to the Specifications:

Item No. 1: Reference Section 01 11 13 – ADVERTISEMENT to BID

- A. Delete the paragraph in its entirety that begins with, "General Bidders must agree to contract with minority and women business enterprises as... And Replace with the following paragraph:

General bidders must agree to contract with minority (MBE) and women business enterprises (WBE) as certified by the Supplier Diversity Office (SDO), formerly known as SOMWBA. The participation benchmarks reserved for such enterprises shall not be less than 3% for MBE and 3% for WBE and 0% for VBE of the final contract price including accepted alternates. NO WAIVERS WILL BE GRANTED AFTER THE GENERAL BIDS ARE OPENED.

--- End of Addendum No. 4 ---

Section 00 73 39
SUPPLIER DIVERSITY PROGRAM – EXECUTIVE ORDER 524
MINORITY AND WOMEN BUSINESS ENTERPRISES

1.01 PROJECT REQUIREMENTS

- A. General bidders must agree to contract with minority and women-owned businesses as certified by the Supplier Diversity Office (SDO) formerly known as SOMWBA. The amount of participation which shall be reserved for such enterprises shall not be less than the percentages stated in document 00 11 00 Advertisement found elsewhere in these contract documents.

1.02 DEFINITIONS

- A. "Minority business enterprise" or "MBE" means a business enterprise that is owned and controlled by one or more socially or economically disadvantaged persons. Such disadvantages may arise from cultural, racial, chronic economic circumstances or background or other similar causes. Such persons include, but are not limited to, African Americans, Cape Verdeans, Western Hemisphere Hispanics, Asians, American Indians, Eskimos, and Aleuts. For purposes of section 61 and of section 40N of chapter 7, the term "minority owned business" shall have the same meaning as "minority business enterprise".
- B. "SDO" means the Supplier Diversity Office.
- C. "Minority Business Enterprise" (MBE), as codified in M.G.L. c. 7 § 58, means a business organization which is owned and controlled fifty-one percent (51%) or more by one or more minority group members and certified as such by SDO.
- D. "Women Business Enterprise" (WBE), as codified in M.G.L. c. 7 § 58, means a business organization which is owned and controlled fifty-one percent (51%) or more by one or more women and certified as such by SDO.
- E. "MBE/WBE Manufacturer" means a person or firm certified by SDO and engaged in the process of making, fabricating, constructing, forming, or assembling a product(s) from raw, unfinished, semi-finished, or finished materials through a direct contract with a contractor, subcontractor, or supplier.
- F. "MBE/WBE Subcontractor" means a person or firm certified as such by SDO and contractually engaged by the contractor to perform a portion (a)

- of the contracted Work, including labor, materials, and supplies, or (b) labor, materials and supplies, or any combination thereof.
- G. "MBE/WBE Supplier" means a person or firm certified as such by SDO and engaged in selling of materials and supplies to contractors, subcontractors, and/or manufacturers for the purpose of constructing, repairing, remodeling, adding to or subtracting from, or improving any building, structure, or property through a direct contract with a contractor or subcontractor. Said MBE/WBE must sustain substantial financial risk in the process of performing/supplying the work for this contract.
- H. "Veteran Business Enterprise" (VBE) and "Service-Disabled Veteran Business Enterprise" (SDVBE) are codified in M.G.L. c. 7 § 58. Veteran-owned (VBE) and Service-Disabled Veteran-owned (SDVOBE) are jointly referred as "Veteran Business(es)". VBE means a business organization which is owned and controlled fifty-one percent (51%) or more by one or more veterans and certified as such by SDO.
- I. "Amount of Participation" means the percentage stated on the advertisement of the final contract amount which is to be contracted to MBE/WBEs for work to be performed on this contract in accordance with this Section 00 73 39.

1.03 JOINT VENTURES

- A. A Joint Venture shall mean a business arrangement between MBE/WBEs and a non-SDO certified General Contractor, in which the MBE or WBE has at least a twenty-five percent (25%) interest in the Contract, and in which the other has at least the required minimum percentage of participation in the Contract. It is expected that the M/WBE having the minimum 25% interest will participate in the management and decision-making aspects of the project proportionate to its percentage of ownership and interest in the Contract.
- B. An MBE/WBE Joint Venture shall mean a business arrangement wherein a SDO certified MBE or WBE serves as a General Contractor and engages the services of another SDO certified MBE or WBE (whichever is required) in an amount not less than twenty-five percent (25%) of the Contract amount, and in which the management and decision-making aspects of the project are shared to the degree of participation and ownership in the Contract.

1.04 CONDITIONS

- A. The Contractor must agree to contract with minority and women business enterprises as certified by the Supplier Diversity Office (SDO). The combined MBE/WBE participation benchmark reserved for such enterprises shall not be less than **3% MBE, 3% WBE and 0% VBE**.
- B. After the notice of award, the General Contractor shall submit a completed Participation Schedule (Form 00.73.39.01) and Letters of Intent (Form 00.73.39.02). There needs to be one Letter of Intent for each SDO-certified MBE, WBE and VBE used to satisfy the requirements of this Section 00.73.39. The letters shall include the materials or services the MBEs, WBEs and/or VBEs are proposing to provide or perform and the prices that the MBEs, WBEs and/or VBEs propose to charge for the materials or services. NOTE: Failure to provide a compliant Participation Schedule and/or complaint Letters of Intent shall be grounds for terminating the contracting process and a claim being made against the General Contractor's bid deposit.
- C. MBEs, WBEs and/or VBEs listed on the Participation Schedule may be any combination of MBE/WBE/VBE Subcontractors, MBE/WBE/VBE Manufactures, or MBE/WBE/VBE Suppliers as defined in Paragraph 1.02.
- D. Letters of Intent are not required from filed sub-bidders who are SDO Certified MBEs, WBEs or VBEs.
- E. The amount of participation of MBE/WBE/VBEs listed in The Participation Schedule must total at least the percentage set forth in the Advertisement. The amounts indicated in the Letter of Intent shall not be less than the amount shown on the Participation Schedule. The SDO Certified MBEs, WBEs and/or VBEs for whom Letters of Intent are submitted must be identical to the ones listed on the Participation Schedule. No substitutions shall be made without the written approval of the EOHLC.
- F. The Contractor may include MBEs, WBEs and/or VBEs utilized by non-certified subcontractors to satisfy the requirements of this Section.
- G. MBE/WBE/VBE Certification from any other agency/municipality shall not be considered applicable for this Contract.
- H. If a filed sub-bidder listed as an MBE, WBE and/or VBE is rejected for failure to obtain a performance and payment bond from a surety qualified to do business in the Commonwealth when requested by the general bidder to do so at the time of bid, said failure shall not entitle the general bidder to avoid the requirements of this Section 00 73 39.

1.05 The Contractor shall not change the MBEs, WBEs and/or VBEs listed in the Participation Schedule or make any other such MBE/WBE/VBE substitutions after the Contract has been executed or during construction without the written approval of the Awarding Authority.

1.06 COMPLIANCE

A. The Contractor must provide information as is necessary, in the judgment of the Awarding Authority or the EOHLC to ascertain compliance with the terms of this Section 00 73 39.

1.07 MBE/WBE/VBE REPORTING PROCEDURES

A. The Contractor shall maintain records of Payment to MBE/WBE/VBEs. The Awarding Authority may request copies of canceled checks to confirm compliance

1.08 SANCTIONS

A. If at any time during the life of this Contract, the Contractor is found to be out of compliance with this Section 00 73 39, sanctions may be imposed within fifteen (15) working days after notification to the Contractor of said violation. If within those fifteen (15) days, the Contractor remedies the non-compliance to the satisfaction of the Awarding Authority or provides compelling documentation as outlined in Paragraph 1.08.B, said sanctions may be postponed or waived. If the Contractor requires more than fifteen (15) days to remedy non-compliance, it shall make a written request to the Awarding Authority for a time extension. This request shall be made within the original fifteen (15) day period.

B. If the Contractor fails to comply with the terms of these conditions, the Awarding Authority or the EOHLC may impose the following sanctions:

1. require the Contractor to provide equivalent substitute participation with SDO Certified MBEs, WBEs and/or VBEs acceptable to the Awarding Authority and at no additional cost to the Awarding Authority; or
2. suspend any payment for the Work that should have been but was not performed by an MBE, WBE and/or VBE pursuant to the Participation Schedule.

C. To the extent that the Contractor has not complied with the terms of these

conditions, the Awarding Authority may withhold from any Certificate for Payment moneys equivalent to the product of the percentage of completion times the MBE, WBE and/or VBE dollar amount, minus the amount already paid to MBEs, WBEs and/or VBEs for Work performed under the contract, minus any amounts withheld for previous non-compliance.

1.09 RECOURSE

- A. The Awarding Authority has the option not to impose sanctions if the Contractor demonstrates, to the satisfaction of the EOHLC, that the Contractor has taken every possible measure to comply with Section 00 73 39. This may constitute a reason for waiving this Section in whole or in part.
- B. To demonstrate every possible measure, the Contractor shall furnish the following.
 - 1. the name of each firm solicited for quotations on each Subcontract, the price quoted by each, and whether or not the firm solicited was a minority, woman or veteran-owned business;
 - 2. the reason for not subcontracting with a minority, woman or veteran-owned business enterprise when applicable;
 - 3. evidence showing efforts by the Contractor to supplement its own and SDO lists of minority, woman or veteran-owned business sources by contacting the Small Business Administration, trade organizations, the General Services Administration (U.S. Government), minority contractors' organizations, community organizations and other likely sources of names of additional minority, woman or veteran-owned business firms capable of performing the Work; and
 - 4. evidence showing other efforts to comply with this Section 00 73 39.

1.10 WAIVERS

- A. The EOHLC or the Supplier Diversity Office has the discretion to determine that compliance with the participation benchmarks is not feasible and may reduce or waive these benchmarks. To reduce or waive the MBE/WBE/VBE participation benchmarks the general bidders must make this request in writing to the EOHLC **PRIOR** to the general bid opening. **See Instructions to Bidders – Section 00 21 13.**

1.11 SEVERABILITY

- A. The provisions of this section are severable, and if any of these provisions shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions of the Contract.

1.12 REQUIRED SUPPLIER DIVERSITY FORMS

- A. The following forms at the end of this Section are included as part of Section 00 73 39.
1. SDO Certified MBE/WBE/VBE Participation Schedule.
 2. SDO Certified MBE/WBE/VBE Letter of Intent.

END OF SECTION

SDO CERTIFIED MBE/WBE/VBE PARTICIPATION SCHEDULE

☐ This form must be submitted by the apparent low general bidder to EOHLC within five working days of receipt of bids.

☐ Letters of Intent from all MBEs, WBEs or VBEs listed must be submitted with this Participation Schedule.

Project _____

Name of Project

The undersigned intends to subcontract with the following firms for the listed work and dollar amounts:

Name of Company	Description of Work	MBE WBE or VBE	Supplier or Subcontractor	Value of Participation
1 _____	_____	_____	_____	\$ _____
2 _____	_____	_____	_____	\$ _____
3 _____	_____	_____	_____	\$ _____
4 _____	_____	_____	_____	\$ _____
5 _____	_____	_____	_____	\$ _____
6 _____	_____	_____	_____	\$ _____
7 _____	_____	_____	_____	\$ _____
8 _____	_____	_____	_____	\$ _____
Dollar Value of MBE Commitment:				\$ _____
Dollar Value of WBE Commitment:				\$ _____
Dollar Value of VBE Commitment:				\$ _____
Total Dollar Value Commitment:				\$ _____

BIDDER CERTIFICATION

The undersigned certifies under the penalties of perjury that (1) it intends to subcontract with the above listed firms for the identified work and dollar amounts unless a waiver or partial waiver has been granted by the Awarding Authority and (2) certifies that he/she has read Section 00 73 39 conditions contained in the contract documents with regards to MBE/WBE/VBE participation and is authorized to bind the contractor to the commitment set forth above.

Date _____

Name of General Contractor

Authorized Signature

Address

City, State & Zip Code

**SDO CERTIFIED MBE/WBE/VBE
LETTER OF INTENT**

- ☐ This form is provided for SDOA Certified MBEs, WBEs and VBEs being utilized as on this contract.
☐ This form must be completed by each SDO Certified MBE, WBE or VBE and submitted by the general bidder to the EOHLC.
☐ General bidders or filed sub-bidders that are SDO Certified MBEs, WBEs and VBEs may omit this form.

TO: General Bidder

FROM SDO Certified MBE, WBE or VBE

Name: _____

Name: _____

Street: _____

Street: _____

City/Town: _____

City/Town: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Email: _____

Email: _____

Reference Project: _____
Name of Project

1. My company intends to perform work in connection with above project as:

- ☐ an Individual ☐ a Corporation ☐ a Partnership
☐ a Joint Venture with _____
☐ Other (explain) _____

2. My Company is certified by SDO as a ☐ MBE ☐ WBE ☐ VBE in the following categories:

3. My company has not changed its ownership, control, or management in any way that affects certification since obtaining SDO certification.

4. My company understands that if your company is awarded the contract, your company intends to enter into an agreement to perform the work described below for the price indicated. My company also understands that your company will make substitutions only as allowed by Section 00.73.39 of the above project.

5. My company (brief description) _____

This work includes: ☐ Labor & Materials ☐ Labor Only ☐ Materials Only
for a total amount of _____ Dollars \$ _____

Date: _____

Authorized Signature of SCE

Name and Title

Please advise the Awarding Authority immediately if either party attempts to renegotiate this agreement.