

**DOCUMENT 00 90 00**  
**ADDENDUM**

**ADDENDUM:** 1

**DATE:** MAY 19, 2026

**PROJECT:** HOUSING AUTHORITY OF THE CITY OF LA CROSSE  
ADMINISTRATIVE BUILDING  
1307 BADGER STREET  
LA CROSSE, WISCONSIN 54601  
HSR PROJECT NUMBER: **26012**

**FROM:** HSR Associates, Inc  
100 Milwaukee Street  
La Crosse, WI 54603  
(608) 784-1830

**TO:** Prospective Bidders

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This addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated MAY 2026. Acknowledge receipt of this Addendum in the space provided on the bid form. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of: 2 PAGES, 4 DOCUMENTS, 1 SECTION, and 0 DRAWINGS.

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**PRE-BID MEETING SIGN IN SHEET:**

1. Dated: May 19, 2026.

**CHANGES TO INTRODUCTORY INFORMATION AND BIDDING REQUIREMENTS:**

2. Document 00 22 13 Supplementary Instructions
  - a. See the revised document included in this addendum. Disregard the previous version.
  - b. Replaced the original document in total. See the attached version.
3. Document 00 41 00 Bid Form
  - a. See the revised document included in this addendum. Disregard the previous version.
  - b. Added 00 45 19 Non-Collusive Affidavit as a required attachment.
4. Document 00 45 19 Non-Collusive Affidavit
  - a. See the new document included in this addendum.

**CHANGES TO SPECIFICATIONS:**

5. Section 12 24 00 Window Shades
  - a. See the revised section included in this addendum. Disregard the previous version.
  - b. Revised 2.01 to remove the mention of "Roller". The bidding documents are intended to describe cellular shades.
  - c. Revised 2.02 A.4. To remove Top Down function from the list of controls for the shades.

## CHANGES TO DRAWINGS

6. Sheet A100 FIRST FLOOR 30"x42"
  - a. See the narrative, immediately below, describing revisions to the sheet.
  - b. Revise the requirements of Window Shade WS-1 regarding controls. See the following image.

MASTER COLOR SCHEDULE	
<b>06 61 10 Cast Polymer Fabrications</b>	
<b>SS-1</b>	<b>Manufacturer: Living Stone Color: Morocco</b>
<b>12 24 00 Window Shades</b>	
<b>WS-1</b>	<b>Manufacturer: SWF Contract Product: Commercial Cellular Shades Mounting: Snap-in Hidden Brackets Fabric Size: Fabric Color: TBD Controls: Cordless Lift- Bottom up</b>

A01

BID SET		
Revisions:		
No.	Description	Date
A01	Addendum 1	05/16/26
Graphic Scale: 0' 2' 4' 8' 12'		
Last Update: 5/19/2026 11:09:01 AM		
<b>A100</b>		

END OF DOCUMENT 00 90 00

# Pre-Bid Meeting Sign-In Sheet

May 19, 2026

**PROJECT: HOUSING AUTHORITY OF THE CITY OF LA CROSSE  
 OFFICE BUILDING WINDOW REPLACEMENT  
 1307 BADGER STREET  
 LA CROSSE, WISCONSIN 54601  
 HSR 26012**

BID OPENING: 2:00 PM, June 2, 2026

Name	Company
1. Doug Ramsey	HSR
2. Mike Lorens	HSR
3. Steve Schauf	LHA
4. John Braund	Braund Builders
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**SECTION 00 22 13**  
**SUPPLEMENTARY INSTRUCTIONS**

**GENERAL**

**APPLICATION**

The following Supplementary Instructions to Bidders modify, change, delete from or add to HUD 5369 - Instructions to Bidders for Contracts. Where any Clause of the Instructions to Bidders is modified or any Paragraph, Subparagraph or Clause thereof is modified or deleted by these Supplementary Instructions to Bidders, the unaltered provisions of that Article, Paragraph, Subparagraph or Clause shall remain in effect.

**PROJECT IDENTIFICATION**

**PROJECT**

Housing Authority of the City of La Crosse  
Office Building Window Replacement  
1307 Badger Street  
La Crosse, Wisconsin 54601  
HSR Project Number: 26012

**OWNER**

Housing Authority of the City of La Crosse  
1307 Badger Street  
La Crosse, Wisconsin 54601

**ARCHITECT**

HSR Associates, Inc.  
100 Milwaukee Street  
La Crosse, WI 54603

**CLAUSE 1 - BID PREPARATION AND SUBMISSION**

**ADD NEW SUBPARAGRAPHS (i), (j), AND (k) TO CLAUSE 1**

Bidders may obtain bidding documents as described in the document 00 11 13 Advertisement for Bids.

**ADD SUBPARAGRAPHS 1 (b) (1), 1 (b) (2), AND 1 (b) (3) TO CLAUSE 1 PARAGRAPH (b) AS FOLLOWS:**

- (1) Prepare Bid on unaltered form provided in the Project Manual or on an exact copy of it. Fill in all applicable spaces with ink or typewriter and state amounts in both words and figures. In case of difference between written words and figures, the amount stated in written words shall apply. Remove Bid Form from Project Manual. Do not submit entire Project Manual.
- (2) If erasures or other changes appear on Bid Forms, such erasure or change must be initialed by the person signing the Bid.
- (3) Each Bidder must bid on all Alternates and unit prices in the spaces provided on the Bid form, if any. Insert the words, "No Change" if the Alternate does not reflect a change in the Base Bid; where both "Add" and "Deduct" spaces occur enter amount in appropriate space and delete inapplicable word.

**ADD NEW SUBPARAGRAPH 1 (c) (1) TO CLAUSE 1 PARAGRAPH (c) AS FOLLOWS:**

- (1) In addition to HUD Form 5369-A each bid must be accompanied by the documents / items identified as attachments on the signature page of the Bid Form.

**ADD NEW SUBPARAGRAPH 1 (d) (1) TO CLAUSE 1 PARAGRAPH (d) AS FOLLOWS:**

- (1) If Bid is submitted by mail, enclose sealed Bid in a second envelope addressed to the Owner with the Bidder's return address clearly indicated on the envelope. The Owner will not be responsible for the premature opening of any Bid not properly addressed and identified.

**REPLACE PARAGRAPH IN CLAUSE 1 (e) WITH THE FOLLOWING:**

(e) This solicitation requires bidding on all items, failure to do so will disqualify the bid.

**CLAUSE 3 – AMENDMENTS TO INVITATIONS FOR BIDS**

**REPLACE CLAUSE 3 (b) WITH THE FOLLOWING:**

(b) Bidders shall acknowledge receipt of any amendment to this solicitation by identifying the amendment number and date on the bid form. The PHA/IHA must receive acknowledgement by the time and at the place specified for receipt of bids. Bids which fail to acknowledge the bidder's receipt of any amendment will result in the rejection of the bid if the amendment(s) contained information which substantively changed the PHA's/IHA's requirements.

**CLAUSE 5 – LATE SUBMISSIONS, MODIFICATIONS, AND WITHDRAWAL OF BIDS**

**ADD THE FOLLOWING WORDING TO THE END OF PARAGRAPH 5 (g) OF CLAUSE 5:**

Withdrawn bids may be resubmitted up to the time designated for the receipt of Bids provided that they are fully in conformance with the Instructions to Bidders.

**CLAUSE 9 – BID GUARANTEE**

**ADD THE FOLLOWING WORDING TO THE END OF CLAUSE 9:**

PHA reserves the right to retain the Bid Security of the next two lowest Bidders in each work category until the low Bidder enters into Contract with the Owner or until the specified time before withdrawal of bids has elapsed after opening Bid, the Owner will retain the Bidder's Bid Security as liquidated damages, but not as a penalty.

**CLAUSE 10 – ASSURANCE OF COMPLETION**

**ADD NEW PARAGRAPH 10 (e) AT THE END OF CLAUSE 10:**

(e) The successful bidder shall provide documentation of assurance of completion within ten days after notification of award

**ADDITIONAL CLAUSES**

**ADD NEW CLAUSE 13 - DEFINITIONS**

Each of the terms "OWNER", "LOCAL AUTHORITY", "LHA" as used in the Contract Documents shall mean "OWNER" as described on the Project Manual Title Page.

**ADD NEW CLAUSE 14 – SUBSTITUTION REQUESTS:**

(a) Proprietary materials, products and equipment described in the Bidding Documents establish the standard of required function, dimension, appearance and quality to be met by any proposed substitution.

(b) Conditions for securing approval of proposed substitutions for specified proprietary items are as follows:

(1) Requests for approved substitutions shall be submitted in writing by the Bidder, Sub-bidder, Supplier, or Manufacturer and received by the Architect no later than seven days prior to the time set for receipt of bids.

(2) Substitutions will be approved only by written addendum issued by the Architect to all Bidders.

(3) Proposed substitutions shall be described in detail and supported by substantiating specifications and other applicable data. Identify proposed substitutions by reference to the specific Project Specification section and paragraph to which the substitution pertains. Provide any additional information required by the Architect to determine conformity to specified requirements.

(4) Under no circumstances will the Architect be required to prove that an item proposed for substitution is not equal to the specified item. The decision of the Architect on all requests for substitutions is final.

(5) The Architect will reject any materials and workmanship, either before or after installation is complete, which is substituted and has not been approved by the Architect in writing.

(c) Refer to Section 01 25 00 Substitution Procedures for procedures.

**ADD NEW CLAUSE 15 – WAGE RATES:**

Refer to SUPPLEMENTARY CONDITIONS to see wage requirements applicable to the project.

**ADD NEW CLAUSE 16 - DOCUMENTATION FOLLOWING AWARD:**

(a) Provide documentation of insurance per Clause 36 of HUD-5370.

(b) Provide documentation of performance and payment bonds as mentioned in Clause 10 of HUD-5369 and as described elsewhere in the bidding documents.

(c) Provide Schedule of Amounts for Contract Payments as described in form HUD-51000.

(d) Submit a list of subcontractors, suppliers and products to the Owner for approval within 7 days after the award of the Contract. List classification of work and name and address of each principal subcontractor and supplier. List only one person or entity for a given classification of work.

**END OF SECTION**

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**DOCUMENT 00 41 00  
BID FORM**

**BIDDER:** \_\_\_\_\_

BID TYPE: LUMP SUM

PROJECT: HOUSING AUTHORITY OF THE CITY OF LA CROSSE  
OFFICE BUILDING WINDOW REPLACEMENT  
1307 BADGER STREET  
LA CROSSE, WISCONSIN 54601  
HSR PROJECT NUMBER: **26012**  
DATE OF PROJECT MANUAL: MAY 2026

OWNER: HOUSING AUTHORITY OF THE CITY OF LA CROSSE  
1307 BADGER STREET  
P.O. BOX 1053  
LA CROSSE, WISCONSIN 54602-1054

**BASE BID**

The undersigned, having examined the site where the Work is to be executed and become familiar with local conditions affecting the cost of the Work and carefully examined the Project Manual, the Project Drawings, all other Bidding Documents and Addenda thereto prepared by the AE, HSR Associates, Inc., hereby agrees to provide all labor, materials, equipment and services necessary for the complete and satisfactory execution of the ENTIRE WORK, in the time frame stipulated in these contract documents, for the Base Bid stipulated sum of:

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_ .00)

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**BIDDER'S CHOICE SUBSTITUTIONS**

The following Bidder's Choice Substitution is proposed for your consideration.

Substitution No.: \_\_\_\_\_

For substituting: \_\_\_\_\_

Type, Brand, Catalog No.: \_\_\_\_\_

Manufacturer: \_\_\_\_\_

Deduct from BASE BID \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ .00)

Substitution No.: \_\_\_\_\_

For substituting: \_\_\_\_\_

Type, Brand, Catalog No.: \_\_\_\_\_

Manufacturer: \_\_\_\_\_

Deduct from BASE BID \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ .00)

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In submitting this Bid, the undersigned agrees to:

1. Hold this bid open for 30 days.
2. Accept the requirements of the Bidding Documents regarding disposition of bid security.
3. Enter into and execute an agreement, if awarded.
4. Furnish Performance and Payment Bonds according to the requirements of the Bidding Documents.
5. Accomplish the work according to the Contract Documents.
6. Complete the work by the time stated in Section 01 10 00 Summary of the Work.

Receipt of the following Addenda and inclusion of their provisions in this Bid is hereby acknowledged:

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Attached hereto are the required:

- Bid Security
- 00 45 00 HUD 5369-A Representations, Certifications and Other Statements of Bidders
- 00 43 41 Certification of Intent to Comply with Section 3 Requirements
- 00 45 19 Non-Collusive Affidavit
- 00 45 46 Previous Participation Certification – HUD 2530

(Seal, if corporation)

By: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**END OF DOCUMENT 00 41 00**

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**DOCUMENT 00 45 19  
NON-COLLUSIVE AFFIDAVIT**

(State of \_\_\_\_\_)

(County of \_\_\_\_\_)

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

1. S/He is (owner, partner, officer, representative, or agent) of the Bidder that has submitted the attached Bid;
2. S/He is fully informed respecting the preparation and contents of the attached Bid and 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 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 Owner 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.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Title

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

\_\_\_\_\_ Notary Public

\_\_\_\_\_ County

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

**END OF DOCUMENT 00 45 19**

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**SECTION 12 24 00  
WINDOW SHADES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Interior manual cellular shades.

**1.02 RELATED REQUIREMENTS**

- A. Applicable provisions of Division 1 govern the work of this section.
- B. Section 01 40 00 - Quality Requirements: Additional requirements for mockups.

**1.03 REFERENCE STANDARDS**

- A. ASTM G21 - Standard Practice for Determining Resistance of Synthetic Polymeric Materials to Fungi; 2015, with Editorial Revision (2021).
- B. NFPA 701 - Standard Methods of Fire Tests for Flame Propagation of Textiles and Films; 2023, with Errata.

**1.04 SUBMITTALS**

- A. See Section 01 30 00 - Administrative Requirements for procedures.
- B. Provide submittal transmittals that include all submittal items identified in each submittal group below.
- C. Review Submittals - Preparatory:
  - 1. Product Data: Provide manufacturer's standard catalog pages and data sheets, including materials, finishes, fabrication details, dimensions, profiles, mounting requirements, and accessories.
  - 2. Shop Drawings: Include shade schedule indicating size, location and keys to details, head, jamb and sill details, mounting dimension requirements for each product and condition, and operation direction.
- D. Review Submittals - Samples:
  - 1. Verification Samples: Minimum size 6 inches square, representing actual materials, color and pattern.
- E. Closeout Submittals:
  - 1. Manufacturer's Instructions: Include instructions for storage, handling, protection, examination, preparation, and installation of product.
  - 2. Warranty Documentation: Submit documentation of manufacturer's warranty that acknowledges the requirements defined in this section.
    - a. Provide procurement information including date(s) of procurement, identification of suppliers and contractors involved in the procurement.
    - b. Provide manufacturer certification of the warranty that is executed in the Owner's name.

**1.05 QUALITY ASSURANCE**

- A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section, with not less than five years of documented experience.
- B. Installer Qualifications: Company specializing in performing work of this type with minimum 3 years of documented experience with shading systems of similar size and type.

**1.06 DELIVERY, STORAGE, AND HANDLING**

- A. Deliver shades in manufacturer's unopened packaging, labeled to identify each shade for each opening.
- B. Handle and store shades in accordance with manufacturer's recommendations.

## **1.07 WARRANTY**

- A. See Section 01 78 00 - Closeout Submittals for additional information regarding documenting warranties.
- B. Section Specific Warranty: Provide manufacturer's customized warranty as described in this section. Document the warranty as defined under the Submittals heading of this section. Provide warranty in conformance with the following:
  - 1. Shade Hardware: One year.
  - 2. Fabric: One year.
- C. Extended Period: Correct work in accordance with the terms of the General Conditions for a duration of not less than two years.

## **PART 2 PRODUCTS**

### **2.01 MANUFACTURERS**

- A. Interior Manually Operated Shades:
  - 1. See the Master Color Schedule to see basis of design product. See sheet A100 .
  - 2. Other products by the following listed manufacturers by prior approval:
    - a. Hunter Douglas Architectural: [www.hunterdouglasarchitectural.com](http://www.hunterdouglasarchitectural.com).
  - 3. Substitutions: See Section 01 25 00 - Substitution Procedures for requirements.

### **2.02 CELLULAR SHADES:**

- A. Aluminum Headrail: Low profile headrail constructed of extruded aluminum and painted with manufacturer's standard coating, color coordinated with fabric and bottom rail.
  - 1. Cell Size: 3/4 inch Single Cell.
  - 2. Fabric: Flame Resistant to meet NFPA 701. Fabric to be selected by A/E from full range of Flame Resistant options.
  - 3. Mounting: Hidden Brackets.
  - 4. Operation: Cordless Lift, Bottom Up.

### **2.03 SHADE FABRICATION**

- A. Field measure finished openings prior to ordering or fabrication.
- B. Dimensional Tolerances: Fabricate shades to fit openings within specified tolerances.
  - 1. Vertical Dimensions: Fill openings from head to sill with 1/2 inch space between bottom bar and window stool.
  - 2. Horizontal Dimensions - Inside Mounting: Provide symmetrical light gaps on both sides of shade not to exceed 3/4 inch total.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Examine finished openings for deficiencies that may preclude satisfactory installation.
- B. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.
- C. Start of installation shall be considered acceptance of substrates.

### **3.02 PREPARATION**

- A. Prepare surfaces using methods recommended by manufacturer for achieving best result for substrate under the project conditions.
- B. Coordinate with window installation and placement of concealed blocking to support shades.

### **3.03 INSTALLATION**

- A. Install in accordance with manufacturer's instructions and approved shop drawings, using mounting devices as indicated.
- B. Installation Tolerances:
  - 1. Inside Mounting: Maximum space between shade and jamb when closed of 1/16 inch.

2. Maximum Offset From Level: 1/16 inch.

C. Replace shades that exceed specified dimensional tolerances at no extra cost to Owner.

**3.04 ADJUSTING**

A. Adjust and balance window coverings to operate smoothly, easily, safely, and free from binding or malfunction throughout the entire operational range.

**3.05 CLEANING**

A. Clean surfaces after installation, per manufacturer's written instructions. Do not use cleaning methods involving heat, bleach, abrasives, or solvents.

B. Provide final protection and maintain conditions, in a manner acceptable to manufacturer and Installer, ensuring that window treatments are without damage or deterioration at time of Substantial Completion.

C. Replace damaged window treatments that cannot be repaired or cannot be cleaned, in a manner approved by Architect, before time of Substantial Completion.

**END OF SECTION**

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