



NORTHERN MARIANAS HOUSING CORPORATION

P.O. BOX 500514, Saipan, MP 96950-0514

Email: nmhc@nmhc.gov.mp

Website: <http://www.nmhc.gov.net>

Tels: (670) 234-9447

234-6866

234-7670

Fax: (670) 234-9021

03/07/24

Mr. Noeh R. Cruz
Operation Manager
Paragon Corporation dba Coreplus Construction
P.O. Box 10001 PMB 485
Saipan, MP 96950
Tel: (670)233-8883/783-1205
Email: noehcruz@coreplusconstruction.com / arlon@coreplusconstruction.com

RE: Notice To Proceed
Change Order No.1 – Time Extension
Contract No.: NMHC 2024-001 (NMHC IFB 2023-007)
Public School System (PSS) Tinian Elementary School
Rehabilitation Project, Building K and Cafeteria Interior

Dear Mr. Cruz.:

This letter will serve as our notice to proceed (“NTP”) to continue your services beyond March 08, 2024. The NMHC had approved your time extension request of 52-calendar days to complete the construction and rehabilitation services for the Public School System (PSS), Building K and Cafeteria Interior. This NTP shall be effective March 08, 2024 and shall complete the project on or before April 30, 2024. The contract terms and conditions shall remain the same.

If you may have any questions or concerns, please do not hesitate to contact Mr. Jacob Muna, Office Manager/Procurement Officer at the numbers listed above or via email at officemanager@nmhc.gov.net.

Sincerely,

Jesse S. Palacios
Corporate Director



Tinian Field Office
Tel: (670)433-9213
Fax: (670)433-3690

“NMHC is an equal employment and fair housing public agency”

CDBG-DR Office
Tel: (670)233-9447/9448/9449

Rota Field Office
Tel: (670)532-9410
Fax: (670)532-9441

ROUTING SLIP

ROUTE	DEPARTMENT/OFFICE	PRINT	DATE IN	DATE OUT
1.	NMHC PROCUREMENT	JGMB		03/5/24
2.	CORPORATE DIRECTOR	JSP	03/5/24	3/5/24
3.	ACTING CHIEF FINANCIAL OFFICER	MA	3/5/24	3/5/24
4.	ATTORNEY GENERAL	✓	3-6-24	3/6/24
5.	CHAIRWOMAN NMHC BOARD OF DIRECTORS	MTomokane	3/6/24	3/6/24
6.	CONTRACTOR		3/6/24	3/6/24
7.	NMHC PROCUREMENT	JGMB	3/6/24	

CONTRACT SPECIFICATION

EXPENDITURE AUTHORITY : Jesse S. Palacios, Corporate Director

TYPE OF PROCUREMENT : Competitive Sealed Bid

VENDOR : Paragon Corporation dba Coreplus Construction

PROJECT : Public School System (PSS) Tinian Elementary School
Rehabilitation Project, Building K and Cafeteria Interior
NMHC IFB 2023-007

AMOUNT : ADD -0-

TOTAL CONTRACT AMOUNT : NTE: \$401,310.00

ACCOUNT NUMBER : DR1.53702

CONTRACT NUMBER : NMHC 2024-001
Change Order No. 1- Time Extension/No Cost
Construction Contract
CDBG-DR PROGRAM

Note: Please contact NMHC Office at (670)234-6866/9447 after the Attorney General signs the contract documents.

NORTHERN MARIANAS HOUSING CORPORATION
CHANGE ORDER TO EXTEND PERIOD OF PERFORMANCE

I. CONTRACT INFORMATION

This Change Order is made in regards to contract **NMHC 2024-001**. The contract is between the Northern Marianas Housing Corporation, referred to herein as “NMHC,” and Paragon Corporation dba Coreplus Construction, referred to herein as the “Contractor.”

II. REQUEST FOR EXTENSION

The Contractor has requested a no-cost modification of the original contract to extend the period of performance. The NMHC has reviewed the Contractor’s request and determined that the need for an extension of time is reasonable. The extension is due to delays that is beyond the contractor’s control. Moreover, the extension is not the result of the contractor’s inexperience, inefficiency, or incompetence. Finally, the NMHC has determined that an extension of the period of performance is in the best interests of the NMHC.

III. PERIOD OF PERFORMANCE

The Contractor was required to complete its performance on or before March 08, 2024. The NMHC and the Contractor have agreed to extend the period of performance for the Contractor from March 08, 2024, to April 30, 2024. The NMHC and the Contractor have agreed to extend the performance of the Contractor until April 30, 2024. All other terms of the original contract remain the same.

IV. SCHEDULE

The Contractor shall deliver an updated schedule of its performance to the NMHC within five-days of the effective date of this Change Order.

V. CONSIDERATION

Contractor agrees to complete its performance of the original contract deliver the goods and all other services described in the original contract for the consideration described in the table in this

Section. The NMHC agrees to pay the Contractor in accordance with the terms and conditions of the contract and in the amount as follows:

Total cost of Original Contract	\$401,310.00
Total cost of extension of Contract	\$0.00
Total combined cost	\$410,310.00

VI. SIGNATURE REQUIREMENTS

This extension will not be effective until it has been approved by all required signatories, as evidenced by the signature affixed below of each of them, made in the order listed. The extension shall become effective upon receipt of a Notice to Proceed issued by the NMHC.

VII. SIGNATURES

1. Expenditure Authority

I declare that I have complied with the NMHC procurement regulations; that this extension is for a public purpose; and that the extension does not waste or abuse public funds. I declare that I, personally, have the authority to obligate the expenditure of funds for this extension. I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed this day on Saipan.




Jesse S. Palacios
Expenditure Authority

3/5/2024

Date:

2. Procurement

I hereby certify that to the best of my information and belief this contract is in compliance with the CNMI Procurement Regulations, is for a public purpose, the contractor is a responsible contractor, and the contract does not waste or abuse public funds.



Jacob Muna
Procurement Officer

3/5/24

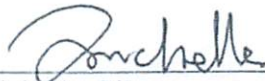
Date

3. NMHC Fiscal Division

I hereby certify that the funds identified below are available and have been committed for funding of this extension to the contract:

Account: DR1. 53702


Amount: \$401,310.00


Michelle Gibson
Acting-Chief Financial Officer

3.5.2024
Date

4. Attorney General

I hereby certify that this extension to the contract has been reviewed and approved as to form and legal capacity.


Edward Manibusan
Attorney General

3/6/2024
Date

5. NMHC Board of Directors


Merced "Marcie" M. Tomokane
Chairwoman

03/06/2024
Date

6. Contractor – **Paragon Corporation dba Coreplus Construction:**

On behalf of the Contractor, I represent that I am authorized to bind the Contractor to the terms of this extension to the contract, and by my signature I do hereby accept and bind the Contractor to the terms of this extension to the contract. I further represent for the Contractor that no person associated with the Contractor has retained any person in violation of the Commonwealth Procurement Regulations.

NOEH R. CRUZ
PRINTED NAME OF SIGNING AUTHORITY



SIGNATURE OF SIGNING AUTHORITY

OPERATION MANAGER
TITLE

3/6/24
Date

7. CERTIFICATION OF CONTRACT COMPLETION

Amount: \$401,310.00



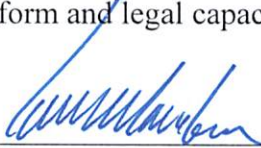
Michelle Gibson
Acting-Chief Financial Officer

3.5.2024

Date

4. Attorney General

I hereby certify that this extension to the contract has been reviewed and approved as to form and legal capacity.



Edward Manibusan
Attorney General

3/6/2024

Date

5. NMHC Board of Directors



Merced "Marcie" M. Tomokane
Chairwoman

03/06/2024

Date

6. Contractor – **Paragon Corporation dba Coreplus Construction:**

On behalf of the Contractor, I represent that I am authorized to bind the Contractor to the terms of this extension to the contract, and by my signature I do hereby accept and bind the Contractor to the terms of this extension to the contract. I further represent for the Contractor that no person associated with the Contractor has retained any person in violation of the Commonwealth Procurement Regulations.

PRINTED NAME OF SIGNING AUTHORITY

TITLE

SIGNATURE OF SIGNING AUTHORITY

Date

7. CERTIFICATION OF CONTRACT COMPLETION

I hereby certify that this Change Order bears all signatures and is therefore complete.



Jacob Muna
Procurement Officer

3/06/24

Date

VIII. END OF CHANGE ORDER EXTENSION DOCUMENT

NMHC contract numbers of all related contracts with the Vendor: