



NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION

DAVID J. BURNEY, AIA
Commissioner

DAVID RESNICK, AIA
Deputy Commissioner
Structures

Project: New EMS 39
Date: Monday, March 31, 2008
Time: 10:00 AM – 12:00 Noon
To: All Attendees
From: Biswajit Chakraborty

Pre-Proposal Meeting March 31, 2008 Minutes

Attendees:

Belkis Palacios – DDC/ACCO – palaciob@ddc.nyc.gov
Samir Shah – DDC/P/F Fire – shahsa@ddc.nyc.gov
Kaushik Patel – DDC/P/F Fire – patelk@ddc.nyc.gov
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Biswajit Chakraborty -DDC/P/F chakrabortyb@ddc.nyc.gov
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Belkis Palacios from ACCO opened the meeting with a short introduction of the project. Samir Shah, Program Director/ Police and Fire Program, explained the project in brief. The project is scheduled to start in September 2008 and it must be completed by November 2009. The demolition, which is currently in progress and the removal of the contaminated soil, will be completed prior to start of the New EMS Station. The schematic design has been completed. An addendum will be issued with information regarding the review of the design drawings. The Program Director recommended that all firms visit the site.

The Meeting was opened for questions and answers.

Question: Will Overtime/Shift be allowed during the construction?

Answer: If they are required to stay on the schedule.

Question: Do you need to be LEED certified?

Answer: This project does not require LEED certification.

Question: How many Consultants are being selected?

Answer: Only one Consultant will be selected.

Question: How are firms selected?

Answer: Firms are selected according to their background, capabilities, experience and expertise.

Question: How many Sub-Consultants are there?

Answer: There is no fixed number and no limits.



Questions: Is Liquidated Damage clause applicable?

Answer: Yes, it is clause applicable.

Question: Is DDC involved in sub-contractor's selection?

Answer: Not selection but all subcontractors must be approved by DDC.

Question: Who is the consultant?

Answer: Weisz + Yoes Architect

Question: Is DDC willing to accept a delayed schedule, if it happens due to field condition?

Answer: No, because a clear site will be available.

Question: Does the 13,000,000 include the demolition or not?

Answer: Yes, about \$700,000.

Question: How are the consultant personnel evaluated?

Answer: Based on qualifications and experience.

Statement: The minutes of the meeting will be posted before the end of the week.

Last remarks: If you have any questions email DDC personnel. No questions will be answered one week before the due date.