



NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION

DAVID J. BURNEY, FAIA
Commissioner

CAROL DIAGOSTINO
Agency Chief
Contracting Officer

PROJECT: PW311GEN1, Requirements Contract for
Environmental Services for Various Capital Projects, Citywide

PIN: 8502009PW0005-6P

DATE: August 17, 2009

TIME: 10:00AM

TO: All Attendees

FROM: Carlo Di Fava

Pre-Proposal Conference August 17, 2009 Minutes

GENERAL

The purpose of this meeting is to explain and clarify the RFP and Contract for Environmental Services for Various Capital Projects, Citywide. Jean Jean-Louis, DDC/Director, gave a general overview of the type of services that will be covered under this RFP and went on to explain the reason DDC is doing this type of procurement. Mr. James Cerasoli, and Ms. Donna Pope provided instruction on the MWBE process.

The remainder of the meeting was an open Q&A:

1. Question: If the prime contractor is a MWBE, does this meet the requirements?

Answer: No, you still need to meet the requirements.

2. Question: Who are the incumbents of the current contract?

Answer: They are Louis Berger, ATC Associates, and Weston Solutions.

3. Question: Are you releasing a bid note? What you are currently paying?

Answer: You can go to the City Record to retrieve that information.

4. Question: There was a contract about a year ago, are these the winners?





Answer: No, they were ATC Associates, and Weston Solutions.

5. Question: If you awarded contracts to an existing contractor, and awarded this contract to the same contractor, will you start this contract?

Answer: We try not to use the same vendor, unless they have the technical capacity to perform the work. We do not usually like to put all our eggs in one basket. We will give work on this contract as soon as possible.

6. Question: What percentage would be for asbestos, Phase I or II?

Answer: In the past it would be 70% asbestos and 30% environmental. Now it's closely divided, there is more environmental work, (Phase I and Phase II) and an increase in subsurface investigations.

7. Question: Do the pricing pages factor into the selection criteria?

Answer: The selection criteria are for best qualified. The technical proposal is submitted first, you can refer to RFP Page 1 and page 12. Also refer to page RFP-11 Item F is what should be submitted, three (3) envelopes are to be submitted.

8. Question: Do you accept 330s for completing 254s and 255s?

Answer: Yes, we accept 330s as well.

9. Question: Since there are two (2) contracts, do we submit two (2) proposals?

Answer: No, submit one (1) proposal for both.

10. Question: Do laboratories qualify for MWBE?

Answer: As a portion, yes it qualifies.

11. Question: Will this be posted on the WEB?

Answer: Yes, the minutes and attendance will be posted within a week.

Meeting adjourned at 11:00AM.





Attendees:

Jean Jean-Louis - DDC
 Sandra Roberto - DDC
 Rebecca Tummon - DDC
 Angela Sabet - DDC
 Lisa Thorpe - DDC
 Donna Pope – DDC
 Jim Cerasoli – DDC
 Carlo Di Fava - DDC
 Maritza Ortega - DDC

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