



NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION

DAVID J. BURNEY, FAIA
Commissioner

CAROL DIAGOSTINO
Agency Chief
Contracting Officer

PROJECT: RQ_T, Three Requirements Contracts for Construction Management Services, Citywide

PIN: 8502011VP0042P-44P

DATE: November 28, 2011

TIME: 10:00AM

TO: All Attendees

FROM: Belkis Palacios

Minutes of November 28, 2011 Pre-Proposal Conference

Attendees:

Frank D'Arpino	Associate Commissioner, DDC
Sundari Chockalingam	Contract Administrator, DDC
John Katsorhis	Director, Professional Contracts, DDC
Belkis Palacios	Contract Manager, DDC
James Cerasoli	Deputy Director, Office of Contracting Opportunity, DDC

Additional Attendees:

Attendance sheet attached.

General:

Frank D'Arpino, Associate Commissioner at the Department of Design and Construction (DDC) provided welcoming remarks and project information. Mr. D'Arpino highlighted points of the RFP and the Contract. Deputy Director James Cerasoli (DDC) explained the M/WBE requirements. The following is a list of points raised by Mr. D'Arpino for this project:





- The proposals will be for the award of three (3) contracts for Construction Management (CM) firms to provide construction management services for various construction projects less than \$25 Million, or consulting services. Any construction project over \$25 million will be procured as stand-alone contracts or project-specific.
- Each contract will have a three-year duration and a one-year time extension. The capacity for each contract will be \$10 Million.
- This is a reimbursable contract for staffing, (Refer to page RFP-4). There is a fixed multiplier of 1.75 for CM Services and a Fee-for-Profit based on the value of the construction cost (Refer to Page RFP-15, Attachment 2 – Stipulated Fee for Profit). There is also a Multiplier of 2.20 for Consulting Services.
- The proposals are due no later than Monday, December 19, 2011, 4:00 PM.

The RFP and any addenda are available at DDC's website: <http://ddcftp.ny.gov/rfpweb/>. Specific questions are to be directed to the Contract Manager at the addresses listed on Page RFP-2.

The following is a summation of questions and answers from the conference. Any errors in the responses have been corrected; the following should be considered the official responses to the questions.

Question: The consulting services does it include design services?
Answer: No.

Question: Can these contracts also be CM/Design Build?
Answer: No, these are strictly CM-Manage contracts.

Question: What is the selection process?
Answer: The selection process is based on the criteria's listed on Page RFP-9 which are as follows:

Experience of the Firm & Subconsultants	40%
Key Personnel	30%
Organizational Capability	30%





Question: On RFP-Page 3 under Insurance it describes the types and amounts of insurance as specified in Article 9. Where are the details of Article 9 located?

Answer: The insurance requirements are specified in Article 7 of Appendix A. Appendix A is included as an exhibit in the contract.

Question: When is the Subcontractor Utilization Plan to be submitted, with the Technical Proposal or at the Mini-RFP stage as stated earlier?

Answer: The Subcontractor Utilization Plan is to be submitted with the Technical Proposal in a separate sealed envelope, clearly marked as "Subcontractor Utilization Plan".

Question: If a proposer does not intend to use subconsultants for the duration of the contract, must the Subcontractor Utilization Plan be included with the technical proposal?

Answer: Proposers that do not intend to use subconsultants must apply for a waiver of the M/WBE requirements. Details of the waiver process are included in Attachment 5 to the Request for Proposals.



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	COMPANY/ AGENCY NAME	REPRESENTATIVE NAME	ADDRESS	TELEPHONE NUMBER	E-MAIL ADDRESS
1.	MBP	Kirk Tucker	30 BROAD ST N.Y, N.Y.		KTucker@MBPCE.com
2.	INVICTUS LLC (MBE)	JIM BERMUDEZ	30 BROAD ST. 40th Flr NY NY	(212) 964-4338 x 4557	jimb@invictusllc.com
3.	JED ENGINEERING	J. EVANS DOLEYRES	69 ROOSEVELT AVE, Ste 100 VALLEY STREAM, NY 11581	(516) 256-2310	Edoleyres @JEDENGINEERING-PC.COM
4.	Techno Consult, Inc. MBE - DBE	AMR SULTAN	5 INDEPENDENCE WAY SUITE 150 PRINCETON, NJ 08540	609-720-1200 609-720-1210 Fax	ASULTAN@TECHNO-ENG.COM
5.	MACH Consultants	Hosney Nadegeleil	18A S. Livingston Ave, Ste 9-170, Livingston, NJ 07039	908-316- 4289	hosney@ machconsultants. com
6.	Pirnie / Arcadis	Kurt Emmerich	655 3rd Ave NYC NY 10017	(973) 332 1055	Kurt.emmerich @arcadis-us.com

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1. MALCOLM PIRNIE / Arcadis	CARMINE MARRA	27-01 Queens Plaza North Suite 800 LIC, NY 11101	718 609-8701	Carmine.Marra @arcadis-us.com
2. Turner Construction	Peter Mead	375 Hudson St. New York NY 10014	212-229-6000	Pmead@Teco.com Ksharkey@Teco.com
3. M&J ENGINEERING, P.C.	Alex Constantinides	133-33 BROOKVILLE BLVD SUITE 213 ROSEDALE NY. 11422	718-525-5500	aconstantinides@ mjengineers.com
4. McKissack & McKissack	Michael Tolliver	150 W. 30th St., #1200 New York, NY 10001	212-349-6500	mtolliver@mckissack.com
5. TECHNO CONSULT, INC	KHALID MALLICK	5 INDEPENDENCE WAY SUITE 5 PRINCETON, NJ 08540	732-501-5683	KM@kllc Techno-Eng.com
6. GARDNER & THEOBALD INC	CHRIS LAMPARD	317 MADISON AVE NEW YORK NY 10017	1-212 661 6624	c.lampard@ gardnerusa.com

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1.	TDX Constr.	Joe Fitzpatrick	345 Seventh Ave New York, N.Y.	212-279-1981	jfitzpatrick@ TDXConstruction.com
2.	TDX Constr	ROBERT BuxBAUM	345 7th Ave NY, NY, 10001	212 279-1981	rbuxbaum@tdxconstruction.com
3.	STV Construction, Inc.	Matthew Seagill	225 Park Avenue S. NY, NY 10003	212-777-4400	matthew.seagill@ stvc.com
4.	GILBANE	DENIS BOYAN	2 PRINCE ST 24th FLR NEW YORK, NY 10006	212-312-6665	DBoyan@ GILBANE.CO.COM
5.	JACOBS	BILL GOVE	Two Penn Plaza 6th Fl. NY, NY, 10121	212 946 2222	billgove@ jacobs.com
6.	SCI ENGINEERING, P.C.	KISHANATH BALACHANDRAN	291 W. 30TH ST. 4TH FL. NEW YORK, NY 10001	(212) 239-3400	KISHANATH.B@ SCIENGS.COM

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1.	DeB Dirola e Bartilluci	MURtnowski	330 Crossways Parkway Woodbury Nj	575-532-5460	MURtnowski@ DB-Eng.Com
2.	The Liro Group	Frank S Franco	3 Aerial Way Syosset, NY 11791	397-231-6647	francof@liro.com
3.	Economic Project Solutions (EPS)	Thomas J. Colombo	19 WEST 21ST. New York, NY 10010	732-248-1110	tcolombo@ economicprojects.com
4.	AFG GROUP INC.	Lewis Ayers	450 Seventh Ave. N.Y. N.Y. 10123	212-897-2674	LAyers@AFGCM.com
5.	JACOBS	MERA FADDOUL	2 PENN PLAZA #0603 NY, NY 10121	212.946.2246	mera.faddoul@jacobs.com
6.	EPIC	DENNIS HABERT	350 5 TH AVENUE 5 TH FLOOR NY NY 10118	212-604-2766	DHABERT@ EPICBUILDS.COM

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1. HIRANI GROUP DCMD GROUP	Jim HIRANI JON SYLLMAN		516 2481010 (718)849-1515	Jhirani@hirani group.com DCMDCONST@ AOL.com
2. PHILIP HABIB & ASSO. (W/B/E)	YADI AMIR		212 929 5656	GAMUT@ PHILIPENG.COM
3. ARVIND SANDH ENTECH	ARVIND SANDH		212.722-0000	asahdev@entech.com
4. VJ ASSOCIATES	RICK SANTORO	100 DUFFY AVE HICKSVILLE NY 11801	516-932-1010	rsantoro@ vjassociates.com
5. STV	Christine Flaherty Matthew Segal	225 Park Ave South New York, NY 10005	212-505- 4933	christine.flaherty @strvine.com
6. CES Consultants, Inc.	Carolina pena	555 8th Avenue, Ste 1503 New York, NY 10018 10018	718.207.3711	cpena@cesconsult.com

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1.	Laland Baptiste	Robert Baptiste	8513 Coventry Road Brooklyn, NY 11236	718.629.2477	rb@lalandbaptiste.com
2.	NOBEL STRATEGY	CHRISTINA GELLIBELL	FREDRICK DOUGLASS BWP, NYC	862-241-8473	CGELLIBELL@ NOBELSTRATEGY.COM
3.	TISHMAN CONSTRUCTION CORP OF NY	GARETH MIDDLETON	100 PARK AVE. NY, NY	973-273-7964	gmiddleton@ tishman.com
4.	DJS Mgmt Corp	Hong Buist	45-35 192nd Street Flushing NY 11358	917-539-9397	DJS Corp@me.com
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1. ES&S E.W. FINLEY	ROLAND A. ERICSSON	231 W. 29TH ST. SUITE 500 NEW YORK, NY 10001	(212) 695-7047	ROLAND.ERICSSON @ EWFPCC.COM
2. BRADFORD CONSTRUCTION CWBE	MICHAEL T. BIANCO	545 5TH AVE New York NY	212 967 6002	MBIANCO@ BRADFORD CONSTRUCTION.COM
3. HAKS	Howard Chynsky	40 Wall St. 11 th Fl ny, ny 10005	212-747-1997 x523	hchynsky@ haks.net
4. HAKS	Jeff Terzakis	40 Wall St NY, NY 10005	(212) 747-1997 x522	jterzakis@haks.net
5. Metropolitan Building Consulting Group, PLLC	Asit Parikh	307 Hudson St - 6th Fl New York, NY 10013	212-925- 5700	AParikh@ metrobdupny.com
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1.	MBI Group	ERIC SCHLAW	48. W. 37 th Street New York, NY 10018	212-376-4400	ESCHLAW@MBINY.COM
2.	MP Engineers P.C MBE	Bruno Goldstein	252 W 37 th Street Suite 503 N.Y., N.Y. 10018	212-736 1100	bruno@mpengs.com
3.	AJ ENGINEERS INC. MBE	PARMJI SAHANI	99 WALL STREET, 24 th FLOOR NEW YORK, NY 10005	212 760 2423	psahani@ ajengineers.com
4.	Ayman Bakri Tectonic Eng.	Ayman Bakri	29-16 40th Ave LIC, NY 11101	718-640 1000	abakri@ tectonicengineering.com
5.	Turner + Townsend Fergan Robbins.	Wayne Selby	220 Fifth Ave, Fl 6 New York, NY. 10001	212 370 7321	wselby@tfr.com
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1.	Hudson Meridian Const. Group. LLC	William Cote	40 Rector Street NY NY 10006	212-608-6600	bcote@hudsonmeridian.com
2.	JRS CORPORATION - NY	Dominick Fickera	ONE TWO THREE, N.Y. 10019	212 896-0126	dominick.fickera@jrs.com
3.	JMT of NY	Obioma Oti	60 Park Pl, Ste 2101 Newark, NJ 07102	973/242-1033	ootie@jmt.com
4.	ENTECH ENGINEERING PC	1-SHAHAB RAZA 2-MICHAEL HERSHEY	11 BROADWAY 2 1ST FLOOR NY, NY 10004	646-722-8880	1-SRAZA@ENTECH-PC.COM 2. mhershey@entech-pc.com
5.	AFG Group, Inc	Pauline Eddy	450 7th Ave Suite 1107 NY, NY 10123	212-897-2674	peddy@afgcm.com
6.	Armand Corporation	Barbara Armand	45 W 36th St, 3rd Flr NY, NY 10018	212-542-4179 X.11	barmand@armandcorp.com

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1.	SKANSKA	Jim Brown	1633 Littleton Road PARLISHPANNY NJ	908-448-1758	Jim.brown@skanska.com
2.	McKISSACK (MWBEE)	Frank Mendoza	150 W. 30th St Suite 1200 NYC 10001	212-349-6500	fmendoza@mckissack.com
3.	SKANSKA	DAVID MUNOZ	350 5TH AVENUE 32ND FLR. NY NY 10118	917-968-3122	David.munoz@skanska.com
4.	HUDSON MEREDIAN Const. Group	RICHARD COTE	40 RECTOR ST 18TH FLR NY, NY 10006	212-608-6600	rcote@Hudsonmeridian.com
5.	The Morganti Group	Louie Rueda	150 W 28th Street Suite 1003 New York N.Y. 10001	212-675-4659	lrueda@morganti.com
6.	MACH consultants	MADDIE CHANDRAN	184 S LIVINGSTON AVE, STE 9-170 LIVINGSTON, NJ 07039	973-666-3143	maddie@machconsultants.com

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1.	URBAN ENGINEERS	JOHN M. SABATINO	2 PENN PLAZA	212.736.9100	jsabatino@urbanengineers.com
2.	URBAN ENGINEERS	Charles King	2 Penn Plaza NYC, NY	212-736-9100x2770	cfking@urbanengineers.com
3.	Hunter Roberts Construction Group	DEBRA SIMONELLI	2 World Financial Ctr NY, NY	212 321 6965	dsimonelli@hunterroberts.com
4.	Techno Consult	Jerry Diakides	2 Penn Plaza, Ste 1500 NY, NY 10121	212-292-4955	jdiakides@techno-eng.com
5.	MORGANTI Group	GORDON SOBER	150 W. 28th St. NY, NY 10001	212-675-4659	gsober@morganti.com
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1.	PMS/CM	Richard J. Carr	92 North Ave New Rochelle NY	914/633-7500	
2.	PMS/CM	Matthew S. Stevens	92 North Ave New Rochelle, NY	914-633-7500	
3.	PMS/CM	PAUL STUAS	" "	" "	PStuas@ PMS/CM.com
4.	THE RBO GROUP	SOSAN PENOTTO	27 UNION SQUARE WEST. NEW YORK, NY 10003	(212)741-8090	SPEROTTO@RBOGROUP.COM
5.	SURENDR HAIDER ENLC	SURENDR DHAWAN	755 TIERICK ROAD BALDWIN NY 11510	516-378- 2298	Dhawan Dhaidar engineering.com
6.	HAIDER ENLC	SYED HAIDER	755 MERRICK Rd. Baldwin NY 117510	516-378-2278	haideyrc@ haiderengineering.com