



December 3, 2014

ADDENDUM NO. 1

PROJECT: HED553, Resident Engineering Inspection Services for Trunk Water Mains in Southern Boulevard, Borough of the Bronx.

PIN: 8502015WM0007P

THE ADDENDUM IS ISSUED FOR THE PURPOSE OF AMENDING THE REQUIREMENTS OF THE REQUEST FOR PROPOSALS AND IS HEREBY MADE A PART OF SAID REQUEST FOR PROPOSALS TO THE SAME EXTENT AS THOUGH IT WERE ORIGINALLY THEREIN.

Request for Proposals

The RFP is amended as set forth below:

- **RFP-10, Section IV. B. 3 has been revised:** Page limit for the Strategic Approach statement is lifted. Delete RFP-10 and replace with revised RFP-10 attached to this addendum.

Contact: Keesha Smartt, Smarttke@ddc.nyc.gov
Phone No.: 718-391-2825

By signing in the space provided below, the Proposer acknowledges receipt of this Addendum.

THIS ADDENDUM MUST BE SIGNED BY THE PROPOSER FOR THE CONTRACT AND ATTACHED TO THE TECHNICAL PROPOSAL.

Veronica Nnabugwu
Deputy Agency Chief Contracting Officer

Name of Proposer

By _____

Title _____



3. Strategic Approach: Provide a statement describing the proposer's strategic approach to the Project, including (1) its understanding of the technical issues and complexities of the Project, (2) its methodology for tracking and maintaining the Project's budget and schedule, and (3) its techniques for problem solving.
4. Organizational Capability: Demonstrate the organizational capability of the firm. The proposer shall submit a SF-254 Form, which provides information concerning (1) the number of full-time people currently employed by the firm, (2) the projects on which the firm is currently working, (3) the projects the firm has completed, and (4) future projects to which the firm is committed. All project information shall include the dollar value of the contract, as well as the schedule.
5. Statement of Understanding and Certification: The Statement of Understanding form included as Attachment 1 of this RFP should be signed by a responsible partner or corporate officer of the proposing firm and submitted with the firm's Technical Proposal.
6. Acknowledgement of Addenda: The Acknowledgement of Addenda form (Attachment 5) serves as the proposer's acknowledgement of the receipt of addenda to this RFP that may have been issued by the Agency prior to the proposal due date and time. The proposer should complete this form as instructed on the form.

C. Fee Proposal:

Upon written notification, the proposer must submit the Fee Proposal in a separate clearly labeled, sealed package within ten business days of such notice. The Proposer must complete the Fee Proposal as per instructions on Attachment 4.

D. Proposal Package Contents ("Checklist"):

The Proposal Package should consist of the following THREE packages:

1. Technical Proposal (1 original and 4 copies):
Sealed envelope, clearly marked as "Technical Proposal", including
 - Completed Forms 254 and 255
 - Statement of Understanding and Certification (Attachment 1)
 - Completed and Notarized Proposer's Certification of Compliance with Iran Divestment Act (Attachment 2)
 - Form for Key Personnel (Attachment 3)
 - Acknowledgement of Addenda (Attachment 5)
2. Subcontractor Utilization Plan (1 original): (Attachment 7)
Separate sealed envelope clearly marked as "Subcontractor Utilization Plan".
3. Doing Business Data Form (1 original) (Attachment 8)
Separate sealed envelope clearly marked as "Doing Business Data Form" containing a completed Doing Business Data Form.