

REQUIREMENTS CONTRACTS FOR PROFESSIONAL SERVICES FOR ENVIRONMENTAL ASSESSMENT STATEMENT FOR VARIOUS PROJECTS, CITYWIDE

Department of
Design and Construction

Dr. Feniosky Peña-Mora
Commissioner

Kevin Donnelly P.E. Deputy Commissioner
Program Management

Welcome everyone!

**This non-mandatory pre-proposal conference is for the Requirements
Contracts for Professional Services for Environmental Assessment
Statement for Various Projects
CITYWIDE**

FMS ID: HWEARC04

PIN: 8502016PW0001P-3P

Welcome

AGENDA

- **OEGS staff introduction**
 - ❖ Jean M. Jean-Louis, LEED AP BD+C, CIAQM – Director
 - ❖ Cavy Chu, PE – Deputy Director - Environmental
 - ❖ Sandra Roberto – Deputy Director – Hazmat and Geotechnical
 - ❖ Vanessa Duah – Contract Administrator

- **Introduction to the RFP – Acknowledging Key ACCO Staff**
 - ❖ Charlette Hamamgian - Agency Chief Contracting Officer
 - ❖ Stephen Malusa – Deputy Agency Chief Contracting Officer
 - ❖ Andrew Cammock – Director – Professional Contracts
 - ❖ Nadira Kayharry – Contract Manager – Professional Contracts

- **Minority/Women-Owned Business Enterprise (M/WBE) introduction**
 - ❖ Jinguo Zhang – Deputy Director

- **Hire NYC RIDER**
 - ❖ Donna Pope - Director
 - ❖ Overview of DDC – Jean M. Jean-Louis
 - ❖ RFP Schedule Overview – Jean M. Jean-Louis

CLIENT AGENCIES

NYC DEPARTMENT OF TRANSPORTATION - DOT

NYC DEPARTMENT OF ENVIRONMENTAL PROTECTION - DEP

Brief Overview of DDC – Jean M. Jean-Louis

- **The three main divisions within this agency are: Public Buildings formerly known as Structures Division, the Infrastructure Division, and the Program Management Division.**
- **Public Buildings serve various clients such as Library, Police precincts, Human Services, Fire Department, Courts, correctional facilities, Cultural facilities, DSNY, DPR and DOT facilities etc...**
- **The Infrastructure division serves DEP and DOT on and manages projects related to sewers and water main work, as well as roadway work. Our unit receives most of our work from these two divisions, except in some cases where we get requests from DCAS, OEM, DOHMH, and OCME just to cite these few in which case the work will be done on a change order added to the total amount of the contract.**
- **The Program Management Division services the Public Buildings and Infrastructure Divisions, as well as other city agencies and the Mayor's Office upon request.**

Office of Environmental & Geotechnical Services (OEGS) Coordination with Infrastructure Division on Environmental Services

- OEGS provides environmental support to the Infrastructure and Public Buildings Divisions. When we participate in Infrastructure project kick off meetings, we advise the client project teams on what environmental requirements are needed to implement the projects. These requirements may include:
- The preparation of Phase I and Phase II corridor investigations, EAS, EIS, State Historical Preservation office (SHPO) Section 106 determination, freshwater and tidal wetland permits and mitigation plan, storm water discharge permits, NYS Coastal Consistency review, etc.
- For federal-funded projects, the National Environmental Policy Act (NEPA) process is followed.
- For state-funded projects, we follow the State Environmental Quality Review Act (SEQRA) process.
- For city-funded projects with a Type I or Unlisted Action, the City Environmental Quality Review (CEQR) review process is followed.
- For projects that require property acquisition, the Uniform Land Use Review Procedure (ULURP) process is followed.

PROJECT: HWEARCO4
PIN: 8502016PW0001P-3P
EPIN: 85016P0021

➤ **Purpose of this contract**

❖ **Provide all environmental services including but not limited to:**

- ✓ **preparation of Environmental Assessment Statement or Impact Statement (EAS/EIS)**
- ✓ **various environmental permits,**
- ✓ **Best Management practices (BMPs)**
- ✓ **Wetland delineation and Mitigation Plan**

to support the design and implementation of:

- sewers and**
- water main work,**
- as well as roadway work in the five boroughs.**

Contract Terms and Submission Deadline

TERMS OF CONTRACT:

- 3 Year - \$10 Million
- 2 Year Renewal - \$3 Million

SUBMISSION DEADLINE:

- By 4:00 PM on Thursday, April 28, 2016
- DDC entrance is on 30th Place, not Thomson Avenue

Three separate contracts by borough will be awarded from this RFP as follows:

- **Contract 1 - Queens**
- **Contract 2 - Staten Island and Manhattan**
- **Contract 3 - Brooklyn and the Bronx**
- **Each contract has a Not to exceed value of:**
 - ✓ **\$10,000,000 for a period of three years – 1,095 ccds**
 - ✓ **with a two-year renewal term of \$3,000,000 – 730 ccds**

REQUEST FOR PROPOSAL PACKAGE CONTENTS (RFP-11)

- The Proposal Package should consist of the following THREE SEPARATE packages:
1. Technical Proposal
 - ❖ 1 original and 5 exact copies
 - ❖ 1 electronic copy saved as a PDF on a clearly marked compact disc, (CD) or a clearly marked USB flash drive with the name of the firm on it; in a 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)
 - ✓ Acknowledgement of Addenda - (Attachment 5)

- 2 **Schedule B: M/WBE Utilization Plan (1 original) - (Attachment 7)**
 - ✓ In a Separate sealed envelope, clearly marked as “Schedule B: M/WBE Participation Plan” (Schedule B, Part II) or;
 - ✓ The Approved Waiver of M/WBE Participation Requirement (Schedule B, Part III)

- 3 **Doing Business Data Form (1 original) - (Attachment 8)**

In a Separate sealed envelope clearly marked as “Doing Business Data Form” containing a

 - ✓ Completed Doing Business Data Form.

Please be sure that all these forms are completely filled out, without any missing information. In other words, don't leave any blank spaces where information is required.

TECHNICAL PROPOSAL EVALUATION CRITERIA

- The Proposal will be evaluated and selection will be based on the “Best Qualified” firm
- Proposal Evaluation criteria can be found on in the RFP-12 and it is rated as follows:
 - ✓ 30% Firm’s Capability
 - ✓ 30% Quality of Proposed Approach
 - ✓ 40% Experience of Firms and Sub Consultants
- Estimated Evaluation Schedule is as follows:
 - ✓ To Identify a selected consultant within 4 weeks of submission due date and
 - ✓ Complete registration in approximately 3 months afterwards.

ADDRESSING SOME KEY COMPONENTS OF THE RFP
GENERAL INFORMATION TO PROPOSERS (RFP-14)

- **Proposers are advised to become familiar with the following sections**
 - ✓ **Complaints**
 - ✓ **Applicable Laws**
 - ✓ **Contractual Requirements**
 - ✓ **Contract Award**

- **SUBCONTRACTOR REPORTING (RFP-46)**
 - ✓ **Payee Information Portal (PIP), available at www.nyc.gov/pip**

- **HireNYC RIDER (RFP-50)**
 - ✓ **Hiring and Employment Rider: HireNYC and Reporting Requirements**

- **PAID SICK LEAVE LAW (PSLL) CONTRACT RIDER (RFP-53)**
 - ✓ Introduction and General Provisions
 - ✓ On the website it is: www.nyc.gov/PaidSickLeave There are links to:
 - ✓ The PSLL
 - ✓ The Associated Rules and
 - ✓ Additional Resources for Employers.

- Proposers are advised to read the entire RFP and answer all questions. All information is confidential.

➤ **Minority/Women-Owned Business Enterprise (M/WBE) Program - Jinguo Zhang**

M/WBE Participation Goal: 7%

- ❖ **Local Law 1 of 2013**
- ❖ **M/WBE participation: 7%**
- ❖ **M/WBE Utilization: (1) M/WBE Prime, (2) M/WBE subcontractor(s) , or (3) Qualified M/WBE Joint Venture**

➤ **Hire NYC RIDER - Donna Pope**

HireNYC: Goods and Services requirements apply to all new contracts for goods, services and construction with a value of one million dollars (\$1,000,000.00) or more solicited on or after October 15, 2015. On applicable contracts, contractors are required to:

- ✓ **Enroll with the HireNYC Portal website within thirty (30) days after registration of the contract;**
- ✓ **Provide information at the HireNYC Portal website on all entry to mid-level job opportunities arising from a contract that will be performed in the City;**
- ✓ **Interview qualified candidates sourced from the Department of Small Business Services Workforce 1 for those opportunities;**
- ✓ **Provide feedback to Workforce 1 related to referred candidates that were interviewed and employment information related to referred candidates that were hired; and**
- ✓ **Certify if no applicable employment opportunity related to a contract arose**

➤ **Hire NYC RIDER - Donna Pope**

These requirements will apply throughout the life of the contract. These requirements were designed to assist contractors with finding employees if openings occur throughout the term. Though contractors will be required to interview qualified candidates referred by Workforce 1, contractors will not be required to hire anyone. For specific information on the program for DDC contracts, please contact Donna Pope at PopeD@ddc.nyc.gov or at (718) 391-1556.

For additional information about the HireNYC portal, email, contractors can e-mail HireNYCSupport@sbs.nyc.gov.

RFP SCHEDULE OVERVIEW

- **Question/Clarification Deadline: 4:00 PM, April 21, 2016**
- **Proposal Submission Deadline: 4:00 PM, April 28, 2016**
- **Contact E-mail Address: Nadira Kayharry: NansaraN@ddc.nyc.gov**

QUESTIONS & ANSWERS

NOISE

