



**NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION**

DAVID J. BURNEY, AIA
Commissioner

DONALD HOOKER
Agency Chief
Contracting Officer

April 2, 2008

ADDENDUM NO. 1

**PROJECT: HWM1683A, Design Services for Hudson Yards Park and Boulevard and Streetscape for Hudson Yards Area, Borough of Manhattan
PIN: 8502008HW0045P**

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 PROPOSAL

- 1) RFP, Page 20: Delete in its entirety and replace with the revised RFP-20 attached to this addendum. Please note the additional bullet added to the Stage One Submission package.

Please be advised that the time and place for the Pre-Proposal Conference and the time for the Site Visit has changed. The Pre-Proposal Conference will take place on Tuesday, April 8, 2008 at 9:00AM at the Jacob Javits Convention Center, 655 W 34th Street, New York, NY 10001. **We do not have a specific room at this time. You will be notified once the room is announced.** The site tour will be held on April 8 at 11:00am, **the meeting place has not changed.**

**Contact: Carlo Di Fava, difavac@ddc.nyc.gov
Phone No.: 718-391-1541**



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.

Donald Hooker
Agency Chief Contracting Officer

Name of Proposer

By _____

Title _____

C. Proposal Package Contents (“Checklist”)

The Proposal Package should contain the following Materials:

Stage One: The Stage One proposal package must be in a sealed envelope clearly marked with “Stage One Proposal”. It must contain the following:

- Letter of Intent
- Statement of Experience, including SE-254 Form and Attachment 2
- Portfolio
- Statement of Methodological Approach
- Statement of Consultant Team Organization
- Statement of Understanding (Attachment 1)
- Acknowledgement of Addenda (Attachment 3)
- Doing Business Data Form (1 copy) (Attachment 6)

Please note that the Stage One Proposal submission must include 1 original and 10 copies of all required items.

Stage Two: The Stage Two proposal package must be in a sealed envelope clearly marked with “Stage Two Proposal”. It must contain the following:

- Cover Letter
- Statement of Technical Approach
- Conceptual Design Boards
- Acknowledgement of Addenda (Attachment 3)
- Subcontractor Utilization Plan (1 original) (Attachment 5)

Please note that the Stage Two Proposal submission must include 1 original and 10 copies of all required items. The Subcontractor Utilization Plan (Attachment 5) must be submitted in a separate, clearly labeled envelope.

The Stage Two Fee Proposal must be submitted in a separate clearly labeled envelope. One original and 10 copies of the Fee Proposal must be submitted.