



NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION

DAVID J. BURNEY, FAIA
Commissioner

CAROL DIAGOSTINO
Agency Chief
Contracting Officer

February 18, 2011

ADDENDUM NO. 2

PROJECT: C114NEWRI, CONSULTANT FOR ARCHITECTURAL, ENGINEERING DESIGN SERVICES & SERVICES DURING CONSTRUCTION FOR CAPACITY REPLACEMENT PROGRAM – RIKERS ISLAND 1,500-BED NEW ADMISSIONS FACILITY

PIN: 8502011CR0002P

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.

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REQUEST FOR PROPOSAL

1. Section I Timetable

- Delete in its entirety and replace with the revised Section I, attached to this addendum.

Contact: Belkis Palacios, palaciob@ddc.nyc.gov
Phone No.: 718-391-1866

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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.

Carol DiAgostino
Agency Chief Contracting Officer

Name of Proposer

By _____

Title _____



SECTION I. TIMETABLEA. RFP IssuancePre-Proposal Conference

A pre-proposal conference will be held at **10:00 AM** on Monday, **February 28, 2011** at DDC headquarters, 30-30 Thomson Avenue, 1st Floor (Bid Room), Long Island City, N.Y. 11101. Attendance is strongly encouraged, but not mandatory, to propose on the contract described in this RFP.

Submission DeadlinesStage One Submissions

1 original and 7 copies of the Stage One Proposal and one original of Doing Business Data Form shall be delivered on or before **4:00 PM** on Thursday, March 17, 2011, clearly marked with the project name and "Stage One Proposal" on the exterior of the envelope or other packaging.

Stage Two submissions (Applicable to Stage One Short-Listed Proposers Only)

The proposer shall deliver, on a date to be determined, the proposal in a clearly marked envelope or package. The proposal shall consist of two separate clearly marked, sealed packages containing the following: (1) the Technical Proposal (1 original and 7 copies), and (2) Subcontractor Utilization Plan (1 original). The project name and "Stage Two Proposal" shall be clearly marked on the exterior of the envelope or other packaging.

Proposals shall be hand delivered to the contact person at the location listed below. Proposals received after the applicable due date and time prescribed in the RFP are late and will not be accepted except at the discretion of DDC pursuant to the applicable section of the City Procurement Policy Board Rules.

Belkis Palacios, (718) 391-1866
Professional Contracts Section
Department of Design and Construction
30-30 Thomson Avenue, 4th Floor (Entrance on 30th Place)
Long Island City, NY 11101
E-mail: Palaciob@ddc.nyc.gov

NOTE: Respondents are held responsible for ensuring that the RFP response package is received by the Professional Contract Section by the deadline. Respondents are warned not to rely on signed delivery slips from their messenger services. Occasionally packages are delivered to the School Construction Authority located in the same building and the packages are not forwarded to the DDC Professional Contracts Section in a timely manner. Entrance to DDC is on 30th Place, not Thomson Avenue despite our Thomson Avenue house number.

B. Inquiries

In the event a proposer desires any explanation regarding the meaning or interpretation of this RFP, such explanation must be requested in writing, no later than one week prior to the submission date prescribed in the RFP. In the event DDC determines that it is necessary to respond to the inquiry in writing, such response will be furnished as an addendum to the RFP to all potential proposers known to have downloaded the RFP. All addenda will be available on DDC's website at

DDC's website at <http://ddcftp.nyc.gov/rfpweb/>. All inquiries must be directed ONLY to the contact person listed on the previous page.

C. Addenda

Receipt of an addendum to this RFP by a proposer must be acknowledged by attaching an original signed copy of the "Acknowledgement of Addenda" form (Attachment 4) to the Stage One and Stage Two proposal. All addenda shall become a part of the requirements for this RFP.

D. RFP Schedule

The following is the estimated timetable for receipt, evaluation, and selection of proposals. This is only an estimate and is provided to assist responding firms in planning.

- a. Establish Shortlist of Stage One Firms: Within four weeks of submission deadline
- b. Identify Consultant: Within two weeks of Stage Two submission deadline
- c. Complete Contract Registration: Approximately three months from date of consultant selection.
- d. Commence Work: Upon receipt of Written Advice of Award