



NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION

DAVID J. BURNEY, FAIA
Commissioner

CAROL DIAGOSTINO
Agency Chief
Contracting Officer

August 2, 2011

ADDENDUM NO. 1I

**PROJECT: P-3PNYC01, RESIDENT ENGINEERING INSPECTION SERVICES FOR THE
REHABILITATION OF HIGH BRIDGE, BOROUGH OF MANHATTAN AND
THE BRONX**

PIN: 8502011VP0041P

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

The Request for Proposals is amended as set forth below.

- **Section II:** Delete in its entirety and replace with the revised Section II attached to this Addendum.
- **Section III:** Delete in its entirety and replace with the revised Section III attached to this Addendum.

Contact: Jia Mei, meij@ddc.nyc.gov
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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 II. SUMMARY OF THE REQUEST FOR PROPOSALS**A. Background and Objectives of the Project:**

The New York City Department of Design and Construction (DDC), Division of Infrastructure, is seeking an Engineering firm to provide services for the project described in this RFP. The selected Engineer will be required to provide services throughout the duration of the project (i.e., pre-construction, construction and post-construction services). The selected Engineer will be required to provide all services necessary and required for the inspection, management, coordination and administration of the Project, from commencement through substantial completion, final acceptance, and project close-out. The project for which services are required is for resident engineering inspection services for the rehabilitation of High Bridge connecting the Boroughs of Manhattan and Bronx, a federally funded project. High Bridge is the oldest bridge in New York City, constructed between 1839 and 1848 and connects the neighborhoods of Highbridge in the Bronx and Washington Heights in Manhattan. High Bridge was designated an individual New York City landmark in 1970, and listed on the National Register of Historic Places in 1972. The purpose of the project is to open High Bridge to pedestrians and cyclists while respecting the work of the 19th century visionaries who originally created High Bridge and to restore the bridge's beauty, usefulness, and grandeur by careful rehabilitation.

The scope of the proposed project is (1) to rehabilitate the masonry arch spans, steel arch span, (including deleading and painting) brick arch deck, and brick walkway; (2) to stabilize and conserve the aqueduct pipe; (3) to provide barrier-free access and safety for pedestrian and wheeled users; (4) to rehabilitate historic railings and walkway lighting posts; (5) to provide architectural lighting (as funding allows); (6) to provide a visitor information system consisting of wayfinding signage and aqueduct interpretative signage.

B. Joint Ventures and Other Consultant Relationships:

There is no minimum requirement for the proportion of work by either of the two joint venture partners. Joint ventures must carry the required insurance either as policies written specifically for the joint venture entity, or by using their existing single entity policies with endorsements written for the joint venture activity.

DDC does not recognize the corporate configuration wherein one company is "in association with" another. Relationships between two or more firms shall be either as joint venture partners or prime consultant/subconsultant. In the event that a proposal is received wherein two or more firms are described as being "in association with" each other, DDC will treat the relationship as one of prime consultant/subconsultant(s). The RFP evaluation will be handled accordingly, and if chosen as a winner, the contract documents will show only the prime firm on the signature page, and all other firms will be relegated to Exhibit A, which lists any subconsultants.

C. Contract Term / Cost Estimate:

The term of the contract shall commence on the date of registration by the Comptroller and shall continue until completion of all required services. The anticipated time frame for completion of all required services is 850 consecutive calendar days (CCDs). The estimated cost of the required construction work for the Project is \$45,000,000.00.

D. Federal Aid Project

The Project is a Federal Aid Project. DDC is receiving funds from the United States Government for construction of the Project. Specifically, funding for the Project is being provided by the Federal Highway Administration ("FHWA"). DDC, in accordance with Title VI of the Civil Rights Act of 1962, 778 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes, as amended, issued pursuant to such Act, hereby notifies all who respond to this RFP that it will affirmatively insure that in any contract entered into pursuant to this RFP, disadvantaged business enterprises will be afforded full opportunity to submit proposals in response to this RFP and will not be discriminated against on the grounds of race, color, national origin, sex, age, disability/handicap and income status in consideration for an award.

E. Insurance:

Requirements for insurance that must be provided by the Engineer and its subconsultants are specified in Article 7 of Appendix A, included as an Exhibit to the contract, which will be provided to Stage One short-listed firms. The cost of all insurance is deemed included in payments to the Engineer, as set forth in the contract.

F. Payment Provisions:

Payments for all required services for the Project shall be in accordance with Article 7 of the Contract. As indicated therein, the Engineer shall be paid for staffing expenses for engineering personnel identified in the approved Staffing Plan. Staffing expenses shall be calculated based on Direct Salary Rates per hour for specified personnel, subject to a Multiplier for Overhead and Profit. The negotiation of Maximum Allowable Direct Salary Rates per hour for all required titles shall be based on the Actual Direct Salary Rates per hour submitted by the proposer, as well as the projected increase per year in such rates, based on the Employment Cost Index for Professional, Scientific and Technical Services, published by the U.S. Department of Labor, Bureau of Labor Statistics (the "Index").

1. The Direct Salary Rate per hour for an assigned employee shall be determined by the Commissioner and shall be the **LESSER** of (1) the assigned employee's actual annual direct salary, computed on an hourly basis, or (2) the Maximum Allowable Direct Salary Rate per hour for the assigned employee's title, as described in Attachment 3. The Engineer shall not be entitled to payment for staffing expenses for (1) any project executive(s), and/or (2) any personnel not included in the approved Staffing Plan.
2. The Multiplier for Overhead and Profit shall be negotiated with the selected proposer.

SECTION III. SCOPE OF WORK AND CONTRACT CONDITIONS**A. Scope of Services:**

The selected Engineer shall provide all services necessary and required for the inspection, supervision, management, coordination and administration of the Project, so the required construction work is properly executed, completed in a timely fashion and conforms to the requirements of the construction documents and to good construction practice. The Engineer shall provide the required services for the duration of the Project (i.e., pre-construction, construction and post-construction services). The proposer is advised to review the contract provisions.

B. Contract Provisions:

The Contract to be used for the project will be issued at the beginning of Stage Two to those proposers short listed in Stage One of the RFP. The services to be provided by the Engineer and all standards of performance applicable to the required work shall be as described in this form of contract. Any firm awarded a contract as a result of this RFP will be required to sign this form of contract.

C. Subcontracting:

Subcontracting is only permitted as set forth below:

- Resident Engineer and Office Engineer: The Engineer is not permitted to enter into any subcontract(s) for the services of the Resident Engineer and the Office Engineer. Individuals providing services as the Resident Engineer and the Office Engineer must be employees of the Engineer.
- Other Key Personnel: The Engineer is permitted to enter into subcontracts for the services of Key Personnel other than the Resident Engineer and the Office Engineer.
- Non-Key Personnel: The Engineer is permitted to enter into subcontracts for the services of non-Key Personnel.
- Reimbursable Services: The Engineer is permitted to enter into subcontracts for Reimbursable Services

D. Staffing Plan:

The Engineer shall be required to provide personnel for the Project in accordance with the Staffing Plan approved by the Commissioner. Such Staffing Plan must include the Key Personnel identified by the Engineer in its Proposal, as well as other engineering personnel required for the Project.

E. Qualification Requirements:**Resident Engineer:**

- Qualified for ASCE Grade V
- Baccalaureate degree in engineering from an accredited college

- Valid NYS P.E. License
- Ten years of experience in working with bridges, one of which must be with Landmark bridges.
- Experience with lead abatement on bridges
- Working knowledge of the following: (1) DDC policies and procedures, (2) NYSDOT Bridge Manual and AASHTO Standards (3) Familiarity with NYC Parks policies and standards (4) Familiarity with FHWA requirements
- Excellent written, communication, organization and time management skills
- Proficiency in Microsoft Word and Excel
- Valid driver's license
- Certified for OSHA 10-hour safety and confined space training

Office Engineer:

- Qualified for ASCE Grade III, or NICET Grade IV
- Baccalaureate degree from an accredited college
- Five years of experience in construction inspection of Bridges.
- Working knowledge of the following: (1) DDC policies and procedures, (2) Working knowledge of DDC record keeping, payment, and change order procedures (3) Working knowledge of FHWA requirements and NYSDOT standards including DBE requirements and payments.
- Proficiency in Microsoft Word, Excel, Project and PowerPoint
- Effective oral, written, organization, and time management skills
- Valid driver's license
- Certified for OSHA 10-hour safety and confined space training

Assistant Office Engineer

- Qualified for ASCE Grade II, or NICET Grade III
- Baccalaureate degree from an accredited college
- Three years of experience in construction inspection of Bridges.
- Working knowledge of the following: (1) DDC policies and procedures, (2) Working knowledge of DDC record keeping, payment, and change order procedures (3) Working knowledge of FHWA requirements and NYSDOT standards including DBE requirements and payments.
- Proficiency in Microsoft Word, Excel, Project and PowerPoint
- Effective oral, written, organization, and time management skills

Senior Inspector:

- Qualified for ASCE Grade II, or NICET Grade III
- Baccalaureate degree from an accredited college or four years high school diploma or its educational equivalent and ten years of experience in construction inspection or management on infrastructure construction projects.
- Three years of experience in construction inspection or management on infrastructure bridge construction projects
- Working knowledge of the following: (1) DDC policies and procedures, (3) NYSDOT specifications (for Highways and Bridges), and (3) DOT specifications (for Highway and Bridge projects)
- Working knowledge of DDC record keeping, payment, and change order procedures
- Effective oral, written, organization, and time management skills

- Valid driver's license
- Certified for OSHA 10-hour safety and confined space training

Environmental Engineer

- Qualified for ASCE Grade II, or NICET Grade III
- Baccalaureate degree in Environmental Engineering and at least three years of experience in hazardous material abatement supervision to oversee testing and monitoring
- Trained to detect visible emissions as per 40 CFR 60
- One year experience in hazardous material abatement worker safety to observe contractor compliance with United States Occupational Safety and Health Administration (OSHA)
- Valid Driver's License
- Must be familiar with Hazardous waste Management procedures.

Inspector:

- Qualified for ASCE Grade I, or NICET Grade II

Historic Preservation Specialist:

- Baccalaureate degree from an accredited college in architecture, engineering, construction management, preservation or a related field
- Five years of experience working with historic structures
- Knowledge of the properties of, and experience working with, stone masonry and brick masonry and historic metals
- Proficiency in Microsoft Word
- Effective written and oral communication skills
- Valid Driver's License
- Certified for OSHA 10-hour safety and confined space training

Notes:

1. ASCE: The applicable requirements for the title in question shall be the most current requirements promulgated by the American Society of Civil Engineers (ASCE), as of the date on which the Engineer submitted its Proposal for the Contract.
2. NICET: The applicable requirements for the title in question shall be the most current requirements promulgated by the National Institute for Certification in Engineering Technologies (NICET), as of the date on which the Engineer submitted its Proposal for the Contract.

F. Participation by Disadvantaged Business Enterprises in Federal Aid Projects

The proposer is advised that the Project is a Federal Aid Project. The City of New York, DDC, is receiving funds from the United States Government for construction of the Project. Specifically, funding for the Project is being provided by the Federal Highway Administration ("FHWA"). Since the Project is a Federal Aid Project, the proposer is required to provide the maximum possible contracting opportunities for Disadvantaged Business Enterprises (DBEs). The DBE program is a federally regulated program that is administered by the New York State Department of Transportation (NYSDOT). The requirements for participation by DBEs are set forth in Attachment 6.

G. Compliance with Local Law 34 of 2007:

Pursuant to Local Law 34 of 2007, amending the City's Campaign Finance Law, the City is required to establish a computerized database containing the names of any "person" that has "business dealings with the city" as such terms are defined in the Local Law. In order for the City to obtain necessary information to establish the required database, vendors responding to this solicitation are required to complete the attached Doing Business Data Form and return it with this proposal submission, and should do so in a separate envelope. (If the responding vendor is a proposed joint venture, the entities that comprise the proposed joint venture must each complete a Data Form.) If the City determines that a vendor has failed to submit a Data Form or has submitted a Data Form that is not complete, the vendor will be notified by the agency and will be given four (4) calendar days from receipt of notification to cure the specified deficiencies and return a complete Data Form to the agency. Failure to do so will result in a determination that the proposal submission is non-responsive. Receipt of notification is defined as the day notice is e-mailed or faxed (if the vendor has provided an e-mail address or fax number), or no later than five (5) days from the date of mailing or upon delivery, if delivered.