



NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION

DAVID J. BURNEY, FAIA
Commissioner

CAROL DIAGOSTINO
Agency Chief
Contracting Officer

March 27, 2013

ADDENDUM NO. 1

**PROJECT: Requirements Contracts for Landscape Architectural Services for Infrastructure
Projects, Boroughs of Manhattan, Bronx, Brooklyn, Staten Island and Queens**

PIN: 8502013HW0045P-47P

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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CONTRACT

The contract is amended as set forth below.

Exhibit F: General Requirements section 2.3 C (g) has been deleted. Delete GR-6 and replace with
the revised GR-6 appended to this addendum. At the time of contract execution, Exhibit F will
include General Requirements dated March 2013 which will reflect this change.

Contact: Jia Mei, meij@ddc.nyc.gov
Phone No.: 718-391-2264





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 _____



miles from whichever of the following is closer to the destination: (1) Columbus Circle, or (2) the Consultant's home office. Consultants and/or Subconsultants that are not located in New York City or its vicinity shall not be entitled to reimbursement for transportation expenses.

- (e) Filing fees and related application fees for New York City agencies.
- (f) Fees for street opening permits.
- (g) Bulk postage for Mass Mailings No.1 and No.2, Encroachment Notices, Cut and Fill Consent Notices, and requests for permission to enter private property, including certified mail with return receipts.
- (h) Any other services, determined by the Commissioner to be necessary for the Project

2.4. CRITERIA FOR SERVICES: The Consultant shall perform all required engineering design and related services in accordance with the following: (a) the Specific Requirements for the Project issued by the Commissioner, (b) all applicable local, state and federal laws, rules and regulations, including without limitation, the New York City Building Code and the Americans with Disabilities Act and (c) the criteria set forth below:

- A. New York City Department of Transportation Standard Details of Construction for Highway Work
- B. New York City Department of Design and Construction, Infrastructure Division, Design Guidelines and Directives
- C. New York City Department of Transportation Street Design Manual – 2009
- D. New York City Department of Design and Construction, High Performance Infrastructure Guidelines- Oct. 2005
- E. New York City Department of Transportation World Class Streets
- F. New York City Department of Environmental Protection Sewer Design Standards
- G. New York City Department of Environmental Protection Water Main Design Standards

DDC will provide the design standards to the Consultant or will advise the Consultant where such standards may be obtained.

- Additional Provisions Applicable to Design:

(a) Separate Drawings: The Consultant shall prepare separate contract drawings for demolition, excavation, foundation, sewer lines and water mains (when warranted), structural work, street lighting work, and traffic signal work.

(b) Coordination and Development: All contract drawings and specifications shall be properly coordinated so as to preclude the necessity for changes, adjustments or extra work orders during construction. All contract drawings and specifications shall be developed with construction details sufficiently shown and with figure dimensions given and specifications adequately stated so as to enable prospective bidders and contractors to make accurate and reliable estimates of the quantities, quality and character of the several kinds of labor and materials required to construct and complete the Project in a first class workmanlike manner and to accomplish adequately the purposes and uses intended for the Project.

(c) Equipment or Materials: Any equipment or materials included in the contract drawings and specifications shall become a fixed part of the Project and shall be essential to render the Project fit for its intended use.

2.5. FINAL CONTRACT DOCUMENTS: Upon completion of the services required for the Project, the Consultant shall hand-deliver to the Commissioner the following as applicable:

- (a) All material originally transmitted to the Consultant at the inception of the project;
- (b) The complete set(s) of original signed Contract Documents;
- (c) The complete set(s) of original contract specifications;
- (d) The complete set(s) of Addenda;
- (e) The original work sheets for the Consultant's quantity take-offs and cost estimates- both preliminary and final;
- (f) The original Scope packet;
- (g) Any permits that were needed;
- (h) The original project files complete with all documentation;
- (i) A complete computerized files index and one hard copy thereof, cross indexed by subject, activity, Agency and/or jurisdiction and/or persons name;
- (j) All computer files including CAD files and scanned documents;
- (k) All records, logs, computations, photographs, etc., compiled in connection with Borings, Soils Testing, Test Pits, etc.;