



January 23, 2014

**ADDENDUM NO. 1**

**PROJECT: HWQ411B, Resident Engineering Inspection Services for the Reconstruction of Albert Road Area – Ozone Park Streets, Borough of Queens**

**PIN: 8502014HW0057P**

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.

- The design plans for the project listed are now available for review. Please contact the designated contract manager for an appointment.

**Request for Proposals**

- **Attachment 7, Schedule B, Page 1:** Please delete its entirety and replace with the revised Schedule B, Page 1 attached to this Addendum.

**Contract**

- **Exhibit B:** Please delete its entirety and replace with the revised Exhibit B attached to this Addendum.
- **Exhibit C:** Please delete its entirety and replace with the revised Exhibit C attached to this Addendum.

**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.**

\_\_\_\_\_  
**Veronica Nnabugwu  
Deputy Agency Chief Contracting Officer**

\_\_\_\_\_  
**Name of Proposer**

By \_\_\_\_\_

Title \_\_\_\_\_



**SCHEDULE B – M/WBE Utilization Plan**  
**Part I: M/WBE Participation Goals****Part I to be completed by contracting agency****\*REVISED****Contract Overview**

APT E- Pin # 85014P0015 FMS Project ID#: HWQ411B  
 Project Title/ Agency PIN # HWQ411B, Resident Engineering Inspection Services for the Reconstruction of Albert Road Area – Ozone Park Streets, Borough of Queens/8502014HW0057P  
 Bid/Proposal Response Date February 19, 2014  
 Contracting Agency Department of Design and Construction  
 Agency Address 30-30 Thomson Ave. City Long Island City State NY Zip Code 11101  
 Contact Person Jessica Lavides Title MWBE Liaison & Compliance Analyst  
 Telephone # (718) 391 - 1065 Email [LavidesJe@ddc.nyc.gov](mailto:LavidesJe@ddc.nyc.gov)

**Project Description** (attach additional pages if necessary)

Resident Engineering Inspection Services for the Reconstruction of Albert Road Area – Ozone Park Streets, Borough of Queens

**M/WBE Participation Goals for Services**

*Enter the percentage amount for each group or for an unspecified goal. Please note that there are no goals for Asian Americans in Professional Services.*

**Prime Contract Industry: Professional**

| Group                            | Percentage                |
|----------------------------------|---------------------------|
| <b>Unspecified*</b>              | <b>25 %</b>               |
| or                               |                           |
| Black American                   | <b>UNSPECIFIED</b>        |
| Hispanic American                | <b>UNSPECIFIED</b>        |
| Asian American                   | <b>NO GOAL</b>            |
| Women                            | <b>UNSPECIFIED</b>        |
| <b>Total Participation Goals</b> | <b>25 %</b> <b>Line 1</b> |

*\*Note: For this procurement, individual ethnicity and gender goals are not specified. The Total Participation Goal for professional service contracts may be met by using either Black-American, Hispanic-American, or Women certified firms or any combination of such firms.*

**REVISED EXHIBIT B: PERSONNEL FOR THE PROJECT**

Key Personnel: The Engineer specifically agrees to assign to the Project for its entire duration, the individuals identified below as Key Personnel. These individuals were identified by the Engineer in its Proposal for the Contract. 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.

|                    |             |
|--------------------|-------------|
| <b>Title</b>       | <b>Name</b> |
| Project Executive: | _____       |
| Resident Engineer: | _____       |
| Office Engineer:   | _____       |

Staffing Requirements: Staffing requirements for the Project are set forth below, including: (1) required titles of personnel, (2) minimum requirements per title, (3) total estimated hours per title, and (4) Maximum Allowable Direct Salary Rate per hour per title. Additional minimum requirements for titles marked with an asterisk (\*) are set forth in Exhibit C.

| <b>Personnel: Titles and Minimum Requirements</b>   | <b>Number of Staff</b> | <b>Maximum Allowable Direct Salary Rate Per Hour</b> |   | <b>Total Estimated Hours Per Title</b> | <b>Total Estimated Amount per Title</b> |
|---|------------------------|--|---|--|---|
| Resident Engineer, A-V: *   | 1                      | _____  | x | 7,040                                  | = _____                                 |
| Office Engineer, A-III / N-IV: *  | 1                      | _____  | x | 7,040                                  | = _____                                 |
| Senior Inspector, A-II / N-III: *   | 1                      | _____  | x | 6,336                                  | = _____                                 |
| Inspector, A-I / N-II:  | 1                      | _____  | x | 6,336                                  | = _____                                 |
| Inspector, A-I / N-II:  | 1                      | _____  | x | 6,336                                  | = _____                                 |
| Inspector, A-I / N-II:  | 1                      | _____  | x | 6,336                                  | = _____                                 |
| Inspector, A-I / N-II:  | 1                      | _____  | x | 6,336                                  | = _____                                 |
| Junior Inspector, A-I:  | 1                      | _____  | x | 6,336                                  | = _____                                 |
| Survey Party Chief, N-III   | 1                      | _____  | x | 352                                    | = _____                                 |
| Survey Instrument Person, N-II:   | 1                      | _____  | x | 352                                    | = _____                                 |
| Survey Rod Person, N-I:   | 1                      | _____  | x | 352                                    | = _____                                 |
| CAD Operator:   | 1                      | _____  | x | 704                                    | = _____                                 |
| Community Liaison:  | 1                      | _____  | x | 6,512                                  | = _____                                 |
| Total Estimated Amount for All Titles:<br>(Addition of Total Estimated Amount per Title for all titles) |                        |  |   |  | _____                                   |
| Total with Multiplier set forth in Exhibit A:   |                        |  |   |  | _____                                   |

\* Additional minimum requirements for titles marked with an asterisk are set forth in Exhibit C.

## REVISED EXHIBIT C: MINIMUM REQUIREMENTS

### RESIDENT ENGINEER:

- Qualified for ASCE Grade V
- Baccalaureate degree in engineering from an accredited college
- Valid NYS P.E. License
- Five years of experience in construction inspection or management on infrastructure construction projects (highway/sewer/water)

### OFFICE ENGINEER:

- Qualified for ASCE Grade III, or NICET Grade IV
- Baccalaureate degree in engineering from an accredited college
- Five years of experience in construction inspection or management on infrastructure construction projects (highway/sewer/water)

### SENIOR INSPECTOR:

- Qualified for ASCE Grade II, or NICET Grade III
- One of the following:
  - Baccalaureate degree from an accredited college and three years of experience in construction inspection or management on infrastructure construction projects (highway/sewer/water), OR
  - High school diploma or its educational equivalent and ten years of experience in construction inspection or management of infrastructure construction projects (highway/sewer/water)

**OTHER ENGINEERING PERSONNEL:** Minimum requirements for other engineering personnel are set forth in Exhibit B.

- 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. This information is available at: [http://www.asce.org/uploadedFiles/Join\\_and\\_Renew - New/gradedesc1-10.pdf](http://www.asce.org/uploadedFiles/Join_and_Renew_-_New/gradedesc1-10.pdf).
  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. This information is available at: [https://www.nicet.org/candidates/programs/highwayconstruction\\_req.cfm](https://www.nicet.org/candidates/programs/highwayconstruction_req.cfm).