



April 30, 2014

ADDENDUM NO. 1

PROJECT: V.C.P. (FY14DDC1), Requirements Contract for Architectural, Engineering and Construction Related Services for Rehabilitation/Replacement of Facades/Roofs/Roof-Related and Window Assemblies, Citywide

PIN: 8502014RQ0005P-7P

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 Proposals

- Section III, G has been revised. Delete RFP-5 and replace with revised RFP-5 appended to this addendum.

Contact: Hemwattie Roopnarine, ramnarah@ddc.nyc.gov
Phone No.: 718-391-1375

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 _____



G. Minimum Requirements for Key Personnel

The terms and conditions regarding the consultant's obligation to provide personnel for the performance of services specified in the Task Order(s) are set forth in Article 5 of the attached contract. Proposers are advised to carefully review these requirements for the provision of personnel to ensure their capability of complying with specified staffing requirements.

Minimum requirements for Key Personnel are set forth below. **The Proposal will be rejected as non-responsive if the individuals identified by the proposer as Key Personnel fail to meet the minimum requirements per title.**

TITLE	Years of Experience	License or Certification
Project Architect	7	Professional License
Project Manager (Architecture)	7	Professional License
Senior Architectural Designer	5	
Senior Roofing/Waterproofing Designer	7	
Project Engineer (Structural Engineering)	7	Professional License

H. Guaranteed Minimum

In the event the Consultant is not issued any Task Orders under the contract, the City agrees to pay, and the Consultant agrees to accept, a minimum fee of \$2,500.00. The Consultant further agrees that under such circumstances, it has no action for damages or for loss of profits against the City.

I. Compliance with Iran Divestment Act of 2012

Pursuant to State Finance Law Section 165-a and General Municipal Law Section 103-g, the City is prohibited from entering into contracts with persons engaged in investment activities in the energy sector of Iran. Each proposer is required to complete the attached Bidders Certification of Compliance with the Iran Divestment Act, certifying that it is not on a list of entities engaged in investments activities in Iran created by the Commissioner of the NYS Office of General Services. If a proposer appears on that list, the Agency/Department will be able to award a contract to such proposer only in situations where the proposer is taking steps to cease its investments in Iran or where the proposer is a necessary sole source. Please refer to Attachment 2 for information on the Iran Divestment Act required for this solicitation and instructions on how to complete the required form and to <http://www.ogs.ny.gov/About/regs/ida.asp> for additional information concerning the list of entities.

A proposal shall not be considered for award nor shall any award be made where the proposer fails to submit a signed and verified proposer's certification, Attachment 2.

J. Participation by Minority Owned and Women Owned Business Enterprises in City Procurement:

If the Master Services Agreement awarded pursuant to this solicitation will be subject to Minority and Women-Owned Business Enterprises (M/WBE) participation requirements established under Section 6-129 of the Administrative Code of the City of New York, as