

September 11, 2015

ADDENDUM NO. 6

PROJECT: DCE-MI, DCE-SM, DCE-MED, DCE-LG, Twenty-six Architectural and Engineering Design Requirements Contracts for Micro, Small, Medium and Large Projects, Citywide

PIN: 8502016VP0005P-30P

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 Proposal

- **Attachment 1: Statement of Understanding and Certification:** Please delete in its entirety and replace with the revised Attachment 1: Statement of Understanding and Certification attached 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 Firm

By _____
(Signature of Partner or Corporate Officer)

Title _____

ATTACHMENT 1: STATEMENT OF UNDERSTANDING AND CERTIFICATION

STATEMENT OF UNDERSTANDING: By signing in the space provided below, the undersigned certifies that the proposer: (i) has read and understands the scope and requirements of this project, as described in the RFP and all attachments; (ii) has the capacity to execute this project, (iii) agrees to accept payment in accordance with the requirements of this RFP and the standard resident engineering inspection contract, attached hereto, (iv) will, if its proposal is accepted, enter into the attached standard contract with the New York City Department of Design and Construction, and (v) will carry all types of insurance specified in the contract. The undersigned further certifies that the information in this proposal is, to the best of his/her knowledge, true and accurate.

Is the proposal printed on both sides, on recycled paper containing the minimum percentage of recovered fiber content as requested by the City in the instructions to this solicitation?

Yes **No**

CERTIFICATION FOR M/WBE PARTICIPATION REQUIREMENTS: By signing in the space below, the proposer agrees to the Vendor Certification and Required Affirmations set forth below. The Vendor Certification and Required Affirmations will be deemed to satisfy the requirement to complete Section V of Part II of Schedule B: M/WBE Participation Requirements.

Section V: Vendor Certification and Required Affirmations:

I hereby: 1) acknowledge my understanding of the M/WBE participation requirements as set forth herein and the pertinent provisions of Section 6-129 of the Administrative Code of the City of New York and the rules promulgated thereunder; 2) affirm that the information supplied in support of this Subcontractor Participation Plan is true and correct; 3) agree, if awarded this Contract, to comply with the M/WBE participation requirements of this Contract as established on each individual Task Order, the pertinent provisions of Section 6-129, and the rules promulgated thereunder, all of which shall be deemed to be material terms of this Contract; 4) agree and affirm that it is a material term of this Contract that the Vendor will award the total dollar value of the M/WBE Participation Goals that are established on each individual Task Order issued pursuant to this Contract, unless a full waiver is obtained or such goals are modified by the Agency; and 5) agree and affirm, if awarded this Contract, to make all reasonable, good faith efforts to meet the M/WBE Participation Goals established on each individual Task Order issued pursuant to this Contract, or if a partial waiver is obtained or such goals are modified by the Agency, to meet the modified Participation Goals by soliciting and obtaining the participation of certified MBE and/or WBE firms.

**Name of Firm
(Full Business Name)**

NYS Architect License No.: _____

License Architect's Name: _____

Proposers are required to be licensed to practice architecture in a corporate form that is authorized by the State of New York. On the following chart please indicate the proposer's corporate form.

ATTACHMENT 1: STATEMENT OF UNDERSTANDING AND CERTIFICATION (continued)

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK State Board for Architecture and State Board for Landscape Architecture

Permissible Corporate Entities in New York

2/23/2010

rev. 1 - 9/16/13

<u>Please check one of the following:</u> Type of Corporate Entity	Permissible Form of Practice in NY	Specific Requirements for Architects	PE, LS, LA, CID permitted to join	Does Profession Practiced have to be in Title?	Statute
<input type="checkbox"/> Sole Proprietor / Sole Practitioner	yes	-	-	advertising cannot be false, fraudulent, or misleading	-
<input type="checkbox"/> Professional Partnership Professional Service Corporation (PC)	yes	all partners must be licensed in NY	yes, all partners must be PE, LS, LA in NY, CID may not own	advertising cannot be false, fraudulent, or misleading	NYS Partnership Law
<input type="checkbox"/> Domestic	yes	each shareholder, officer and director must be licensed in NY	yes, all shareholders, officers, and directors must be PE*, LS, LA in NY; CID may not own	yes	NYS Business Corporation Law Article 15
<input type="checkbox"/> Foreign	yes	only individual providing service must be licensed in NY, however each shareholder, officer and director must be licensed in some jurisdiction**	yes, only individual providing service must be NY licensed for that profession*, however each shareholder, officer and director must be licensed in some jurisdiction**	yes	NYS Business Corporation Law Article 15-A
<input type="checkbox"/> Design Professional Service Corporation (DPC) Professional Service Limited Liability Company (PLLC)	yes	greater than 75% of shareholders, officers and directors must be licensed in NY and must be employees Permits less than 25% of ownership to be non-licensees. Single largest shareholder and CEO must be licensed in NY	yes, greater than 75% of all shareholders, officers and directors must be licensed in NY, CID may not own greater than 75% of the shares but may be non-licensed shareholder of less than 25% stake	yes	NYS Business Corporation Law Section 1503
<input type="checkbox"/> Domestic	yes	each member and/or manager must be licensed in NY	yes, each manager and/or member must be PE*, LS, LA in NY; CID may not own	yes	NYS Business Corporation Law Article 12
<input type="checkbox"/> Foreign	yes	each member and/or manager must be licensed in NY and original jurisdiction	yes, each manager and/or member must be PE*, LS, LA in NY and original jurisdiction; CID may not own	yes	NYS Business Corporation Law Article 13
Domestic Limited Liability Company (LLC) Registered Limited Liability Partnership (LLP/RLLP)	no	-	-	-	-
<input type="checkbox"/> Domestic	yes	all partners must be architects in NY	yes, each partner must be PE*, LS, LA in NY; CID may not own	yes, same guidelines as PC's	Partnership Law Article 8-B; Section 121-1500
<input type="checkbox"/> Foreign	yes	all partners must be architects in NY	yes, each partner must be PE*, LS, LA in NY; CID may not own	yes, same guidelines as PC's	Partnership Law Article 8-B; Section 121-1500
General Business Corporation (GBC)	no, unless grandfather	-	-	-	-
<input type="checkbox"/> Grandfathered General Business Corporation (GBC)	yes	-	-	-	NYS Ed. Law Section 7307.4 and 7327.4
Professional Association (PA)	no	-	-	-	-
Limited Liability (LTD)	no	-	-	-	-

* Per Section 7210 of the NYS Ed. Law, all business entities must obtain a "Certificate of Authorization" to provide engineering services

**Requirement that definition of "some jurisdiction" = jurisdiction PC was originally formed in

ATTACHMENT 1: STATEMENT OF UNDERSTANDING AND CERTIFICATION (continued)

Signature of Partner or Corporate Officer

Date

Print Name

Title

Telephone #

EIN #

Address

E-Mail Address