



**NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION**

DAVID J. BURNEY, AIA
Commissioner

DONALD HOOKER
Agency Chief
Contracting Officer

PROJECT: Pre-Proposal Conference – Consultant for Architectural, Engineering Design, and Services during Construction for New Police Academy
PIN: 8502007PD0008P

DATE: Tuesday, June 5, 2007

TIME: 10:00 AM – 11:30 AM

TO: All Attendees

FROM: Carol Phoenix

**Pre-Proposal Conference June 5, 2007
Minutes**

Attendees:

David Resnick – DDC/Deputy Commissioner, Structures Division
Donna Pope – DDC/ACCO
Robin Burns – DDC/Architectural and Engineering Design
Terrance Riley – NYPD/Deputy Inspector, OMAP
Michael Yanosik – NYPD/Deputy Inspector, Training Bureau

Christey Robinson	Davis Brody Bond
Stephen Rosenthal	Ammann & Whitney
Liz Santonas	Gilsanz Murray Steficek
LeAnn Shelton	EEK Architects
Shahvez Raiz	Hirani Eng
Brandie Molina	MDM Consulting Engineers
Ed Rothe	Fletcher Thompson
Tom Singer	NBBJ
Urs Bamert	Urbahn Architects
Jerry Cohen	LIRO
Janaj Kleppel	Pelli Clarke Pelli

Andrew Whalley	Grimshaw
Richard Farley	Kling Stubbins
Emily Chapman	Studios Architecture
Jordan Gruzen	Gruzen Samton Architects
Evan Supcoff	HNTB Architecture
Robert R. Woermer	ARUP
Kelly Barlo	CR Studio Architects
Chris Reynolds	Cooper Carry
Kelli Ersing	Cooper Carry
Peter Shubert	Hillier Architecture
Carl J. Cannizzaro	Ensing Engineering, P.C.
Michael Arad	Handel Architects
Gene Lempicki	Medina Consultants
Harjit Jaisral	Robert Stern Architects
Harshad Lakhani	Lakhani & Jordon Harshad Lakhani Engineers
Jon Stark	Perkins Eastman
Maryke Smit	Perkins Eastman
David Levo	Perkins Eastman
William M. Singer	Gruzen Samton Architects
Holly Charbonnier	Skidmore, Owings & Merrill
Yeng Wu	Zimmer Gunsels Frasca
M. Hotchkin	FXFOWLE
Atena Vladu	Kallen & Lemelson
Francisco Ruela	El Taller Collaborativo
Babu Cherukuri	Banc3, Incl. Consulting Engineers
John Bedard	Kushner Studios
Crystal Isaac	Anthony C. Baker Architects & Planners
Michael Fieldman	Michael Fieldman, Architects
Ed Rawlings	Michael Fieldman, Architects
Rob Rogers	Rogers Marvel Architects
David Kriegel	Gran Kriegel
Peter Mahony	Stantec Consulting
Douglass Moss	Holzman Moss Architecture
Lauren Hlavenka	Handel Architects
Mariana Narvaez	Ten Arquitectos
Norm Hinsey	CSA Group
Gregory Biesiadecki	Langan
Chris Matthews	MVVA
Paul Anderson	Spector Group
Melissa Matlins	BKSK
Erik Wood	Cooper, Robertson & Partners
Paul Ershboll	Bechler Engineering
Howard Kronland	Thomton Tomassetti
Kaili Boyd	Hillier Architecture

Steve Fishwick	Hillier Architecture
Maria A. Castro	CSA Group
David Ziskind	STV
D. Kent Turner	HOK
Russ Reardon	STV
David Beckett	URS
Lorenzo Pagnamenta	ATP
Pat Hilderbrandt	Cetra Ruddy
Daniel Hewburger	Dattner Architects
Mark Strauss	FXFOWLE
John O'Dowd	HNTB
Gerard Vasisko	STV
Maher Habib	STV
Bharat Patel	AB Consulting
Kinshasa Peterson	LERA
Joseph Dockery	Chemtech
Jolie Kerns	Toshiko Mori Architect
John Arbuckle	Gwathmey Siegel & Associates
Jimmy Baldea	Teng Construction, LLC & FPS Construction
Joseph Coppola	Dattner Architects
Tom Wittrock	Cooper Robertson & Partners
Rafael Vinoly-Menendez	Rafael Vinoly Architects
Jim Kessler	HOK
Melissa Bertoli	STV
Joan Blumenfeld	Perkins & Will
Dan Brodtkin	ARUP
Paul Montero	Lakhani & Jordon Engineers
Johnathan Kinsley	Arquitectonica
Patti D'Andrea	Intertech Associates
Georgia Wright	Grimshaw
Gussie Schultz	Ronnette Riley Architects
Harry Vanmeter	Saratoga Associates
Howard Fiedler	The Design Alliance
Guy Maxwell	Polshek Partnership

General

The purpose of this meeting is to explain and clarify the RFP and contract for the Architectural and Engineering Design Services for the New Police Academy.

David Resnick, DDC Deputy Commissioner, opened the meeting with a short introduction to the project and the RFP process. Deputy Inspector Terrence Riley and Deputy Inspector Michael Yanosik presented the facility program and scope of work.

The meeting was opened for questions and answers.

1. QUESTION: The RFP talks about the area, and then lists the area as 3.474 mil sq. /ft. Is that the area for the program, or is it net plus circulation?
ANSWER: It is net plus circulation.
2. QUESTION: Have you looked at other facilities?
ANSWER: Yes. We have looked at the FBI Academy at Quantico, Virginia and the Center for Domestic Preparedness at Anniston, Alabama.
3. QUESTION: Will it include mounted unit training?
ANSWER: No, it will not include mounted unit training.
4. QUESTION: Is the entire complex going to be subjected to the very stiff requirements that the NYPD has for security buildings?
ANSWER: There is going to be security precautions put into effect, including 60 foot standoff distance and delivery truck checking, but the full extent is still to be determined.
5. QUESTION: a) When do you anticipate the program being completed? b) Would that be before the selection of the short-list of 3 – 5 firms?
ANSWER: a) The Department is looking forward to having a draft version to review this month.
b) Probably not before the short-list. The firms that are short-listed will get additional information, including the copy of the contract with a more detailed scope of work to be called “project objectives”, and hopefully the program will be apart of that.
6. QUESTION: Is the area limited to just the Tow Pound site for study, or will other sites be considered in the future?

ANSWER: The choice was rather limited because of the size of the site that is needed, which is about 30 acres, and Tow Pound was selected out of the 8-10 sites as most appropriate.

7. QUESTION: Is the program going to be a macro program that will require, later in the project, a more detailed micro program?

ANSWER: There will be some fine tuning that has to be done, but the program will be pretty good when it has been looked over and validated.

8. QUESTION: In Stage One of the proposal, are you expecting to see any key sub-consultants' name or do you just want to see architects?

ANSWER: It is only necessary to see the architects. If you are doing it as a joint venture, then examples of projects of both firms should be included in the Stage One submission.

9. QUESTION: Why has the MWBE participation been shown in Stage One and Stage Two?

ANSWER: The project is subject to Local Law 129. The MWBE participation does not have to be dealt with in Stage One. In Stage Two, it should be established as to what will be expected in way of participation. There is information on the program on the DDC website.

10. QUESTION: Will you be issuing the sign-in sheet?

ANSWER: Yes. It will be posted on the website along with the minutes of the meeting in about a week.

11. QUESTION: Is there a limitation on the number of pages on the Stage One submission for the 5 projects?

ANSWER: It should be one 11x17 page per project. Both sides can be used, and the type font size should not be smaller than 8.

12. QUESTION: In the Stage One submission description it states, that resumes, should be on one 11x17 page. Is that one page per resume or all of the key staff on that one page?

ANSWER: It should be all of the key staff on one 11x17 double sided page, and since the resumes are additional information, it can be included on a separate 11x17 page.

13. QUESTION: In the training description, the range is mentioned, and there are facilities like the TAC Village. Are there any other light fire facilities envisioned?

ANSWER: The TAC Village would include simmunitions; instead of firing lead it fires a marker cartridge. That is the whole concept inside the training. ESU training will include confined space rescue and rope rescue.

- 14. QUESTION:** On the range in light fire situations, are you talking about lead bullets?

ANSWER: On the pistol range, yes. You always have the option to go with the other type in simulations, but you have to qualify with lead.

- 15. QUESTION:** Is the pistol range an indoor facility?

ANSWER: Yes, the pistol range is an indoor facility.

- 16. QUESTION:** Is there a LEED Silver target for the whole project, and does it apply to the range as well?

ANSWER: Yes. The LEED Silver target is for the whole project. How that will apply to the range is still to be determined. It is a huge range of 400 points, and meeting the LEED rating may depend on how new technology can be incorporated into the project.

- 17. QUESTION:** Can you describe the site a little better?

ANSWER: Essentially it is almost entirely a vehicle impound pound operated by the Police Department. It is all paved and basically flat. Running through the middle of it are a series of drainage channels, which are tidal. They drain the surrounding area of College Point, including Flushing Airport, into Flushing Bay. We do not believe the channels can be built over or filled in, and we will have to work around them. The site has filled, and it is not good material to build on for a depth of 50-75 feet. Everything is expected to be pile-supported. There is no frontage on College Point Boulevard, which is one of the major streets. There is a strip of land there which is an EDC site, for an industrial development project that is in the works, so our access is from the other streets. The site has a total area of about 35 acres, (roughly 30 acres if you take out the drainage areas). There are environmental issues because it is in an industrial area, and there is evidence of some ground soil contamination that has to be dealt with as well.

- 18. QUESTION:** Is the soil contamination remediation a part of the RFP?

ANSWER: It is not specifically a part of the RFP. In the Stage Two proposal, we ask the proposer to include a subconsultant with expertise in this area. It has not been established how we are going to deal with that remediation, whether independently or as part of the project.

19. QUESTION: When you procure the actual construction of the project, is there an idea as to how the BIM initiative is going to move forward?

ANSWER: No. It is just an idea that is being looked into. There are no details as yet.