

November 25, 2020

ADDENDUM NO. 2

PROJECT: Design-Build Program for the NYC Borough Based Jail System, The Bronx Site Preparation
PIN: 8502021CR0001P-3P

THIS ADDENDUM IS ISSUED FOR THE PURPOSE OF AMENDING THE REQUIREMENTS OF THIS REQUEST FOR QUALIFICATIONS AND IS HEREBY MADE A PART OF SAID REQUEST FOR QUALIFICATIONS TO THE SAME EXTENT AS THOUGH IT WERE ORIGINALLY THEREIN.

Request for Qualifications

1. Amendments to the RFQ, provided in the attached documents in redline, have been made affecting the following pages:
 - RFQ Page 8 (Schedule Change)
 - RFQ Page 6, 14, 16, 20, 22, 25, 26, 37 (Text change)
 - RFQ Appendix A (Text change)
 - RFQ Appendix D (Text change)
 - RFQ Appendix E-4 (Text change)
 - RFQ Appendix E-9 (Text change)
 - RFQ Appendix E-10 (Text change)
 - RFQ Appendix E-12 (Text change)
 - RFQ Appendix F (Text change)

A clean, revised copy of the entire RFQ is also included with this Addendum No. 2.

2. Questions and Answers from the Pre-Submission Conference
3. Questions and Answers received via Email

Contact: Nick Mendoza
Email: nycbbj@ddc.nyc.gov
Phone: 718-391-2022

By signing in the space provided below, the Proposer acknowledges receipt of this Addendum.
THIS ADDENDUM MUST BE SIGNED BY THE SUBMITTING FIRM AND INCLUDED WITH APPENDIX E-13 –
Acknowledgement of Addenda.

Name of Submitting Firm

By _____

Title _____

To view copies of BBJ's City Environmental Quality Review documents, including the Final Scope of Work and the Final Environmental Impact Statement, please visit: <https://a002-ceqraccess.nyc.gov/ceqr/ProjectInformation/ProjectDetail/13546-18DOC001Y#bhttps://a002-ceqraccess.nyc.gov/ceqr/Details?data=MThET0MwMDFZ0&signature=e330cd9c78430a8d28b580b159a7183c6bd2b3d8>

A capital project scope development study (**CPSD**) was also performed. A copy of the final draft CPSD is available upon request by emailing DDC's Designated Representative, identified in Section 3.2 (*Rules of Contact*).

1.9 Other BBJ DB Procurements

Prior to, or simultaneous with this RFQ, DDC has procured, or is procuring through separate solicitations and procurements, design-build services for the Detention Facilities and other Early Works. Proposers or Persons participating in the procurements for Detention Facilities projects or other Early Works projects under the BBJ are not precluded from participating in this solicitation.

2.4 RFP Proposal Stipend (Phase II Only)

A stipend amount of not less than \$200,000.00 (Two Hundred Thousand dollars) will be available to responsive and responsible Proposers that do not enter into the DB Agreement solely at the RFP (Phase II) stage. Submission of a fully responsive Proposal and execution of a stipend agreement, which will be included with the RFP, will be prerequisites to be eligible for the stipend.

The stipend agreement will require, among other things, that the non-selected Proposer (i) transfer ownership of work product in accordance with best industry practice to DDC, (ii) will be paid the lesser of the Proposer’s actual qualified costs for producing the Proposal and the designated stipend amount, and (iii) agrees not to file a vendor protest in connection with this procurement for this Project.

2.5 Procurement Schedule

Pre-Submission Conference (via Webex) ¹	October 23, 2020 @ 10AM
RFQ (Phase I) Questions and Comments Due	November 25, 2020
Final Response to Proposer Questions	December 04, 2020
Register w/ PASSPort No Later Than	December 04, 2020
Statements of Qualification Due	December 15, 2020
Shortlisted Teams Announced	January 15 08 , 2021

¹RSVP Link (Eventbrite):

<https://www.eventbrite.com/e/nyc-borough-based-jails-pre-submission-conference-the-bronx-site-prep-registration-126276567613>

WebEx Event Link & Access:

<https://nycddc.webex.com/nycddc/j.php?MTID=m2b64f43300b42298a8d32a61bcb11ebc>

Meeting number (access code): 133 999 4133

Meeting password: KmJPwTJK573

relationship with DDC and a declaration of willingness to do so;

(b) **Financial**

Demonstration of the Proposer’s and each Principal Participant’s capability to have a sufficient balance sheet to satisfy contingent liabilities under a market-standard DB Agreement and to provide required bonds, insurance and guarantees and to meet other financial requirements of undertaking and completing the Work;

(c) **Capacity**

Demonstration of workforce / resource capacity to timely and successfully complete the Work for the Project, considering current, committed and potential workload;

(d) **Compliance with RFQ & Satisfaction of Fundamental Requirements**

- (i) Proper identification of each Major Participant; and
- (ii) Proper submittal of all required submittals, forms and information in accordance with this RFQ, including satisfaction of the fundamental requirements in Section 5.5 (*Fundamental Qualifications (Tab 0 – Pass/Fail)*) and any Required Experience identified in Section 5 (*SOQ Submission Requirements*) of this RFQ;

(e) **Vendor Integrity**

Determination that the Principal Participants possess a satisfactory record of business integrity, it being understood that such a determination is not a determination of responsibility pursuant to PPB 2-08;

(f) **Legal Compliance Requirements**

A Proposer’s DB Team’s ability to comply with the provisions of articles 145, 147 and 148 of the New York State Education Law and past record of compliance with the New York State Labor Law. Material past non-compliance with any such requirements, may warrant the DDC’s disqualification of any Proposers.

4.5 Qualitative Evaluation Factors

The qualitative evaluation factors to be evaluated against each SOQ and their associated weightings are:

RFQ (Phase I) Weighted Criteria		
Tab	Item Description	Weighting
1	Project Past Performance/Experience	35 percent
2	DB Team Key Personnel Resumes	35 percent
3	Design Philosophy <u>Project Excellence</u> and DB Management Approach	30 percent
	Total	100 percent

4.6 Requests for Clarification by DDC

(a) **Generally**

A Proposer must provide accurate and complete information to DDC. If information is not accurate and complete, the Proposer’s SOQ may be considered non-responsive. If the information provided requires clarification, DDC will notify the Proposer and request that the clarification be submitted within twenty-four hours or another time period deemed appropriate by DDC. Proposers will not be allowed to participate further in the procurement unless and until all required information is provided. Any insufficient statements or incomplete affidavits may be returned

5. **SOQ SUBMISSION REQUIREMENTS**

5.1 **Submittal Requirements**

(a) **Deadline**

All SOQs must be received at the location, set forth in Section 5.2 (*Submission Portal*), no later than 12:00 p.m. Eastern Time on the applicable SOQ Due Date. SOQs received after 12:00 pm Eastern Time on the applicable SOQ Due Date will not be considered.

(b) **Cover Page**

The front cover of the SOQs must be clearly marked with the Project name, Proposer name, and date of submittal, ~~and enclosed in a 3-ring binder~~, as set forth below.

(c) **Contents of Proposal Submission**

Proposer submissions must consist of the following two files and must be labeled in accordance with Section 5.3.

- (i) **Statement of Qualifications (SOQ)**
- (ii) **Doing Business Data Form (DBDF)**

(d) **PASSport Requirement**

Interested Proposers must create an online account and submit an online disclosure application with the NYC Mayor's Office of Contract Services in the Procurement and Sourcing Solutions Portal (PASSPort). Those Proposers that have not submitted an online disclosure application with the NYC Mayor's Office of Contract Services, are required to do so at least seven Days prior to the applicable SOQ Due Date, by creating an account with the NYC Mayor's Office of Contract Services, PASSPort site. Additional information on how to submit an application or register for PASSPort are contained in following link: <https://www1.nyc.gov/site/mocs/systems/about-go-to-passport.page>. Questions about PASSPort registration should be directed to the NYC Mayor's Office of Contract Services.

Proposers that have not submitted an online disclosure application in PASSPort as a joint venture, but have done so as individual companies, may submit proof of such submission and are not required to submit the online disclosure application as a joint venture (or other type of Proposer legal entity) at this time. Joint ventures selected as Short-listed Proposers will be required to submit the online disclosure application as a joint venture.

5.2 **Submission Portal**

SOQs shall be submitted electronically at the link below:

Upload Link:

<https://ddcnyc.app.box.com/f/a922885efd8143029e067cd8a388aa39>

DDC's Designated Representative

Nicholas Mendoza

NYCBBJ@ddc.nyc.gov

Only electronic SOQs submitted at the link provided will be accepted. Oral, telephonic, e-mail or fax submissions will not be considered.

SOQs will not be publicly opened.

(iii) **DB Team Experience Working Together**

A Proposer's DB Team's recent and Relevant Project experience working together on successful projects. For projects where DB Team members worked together, DDC will evaluate how collaboratively the team worked together during design and construction.

(iv) **Required Experience vs. Desirable Experience Scoring**

For purposes of Tab 1, Required Experience is mandatory and may serve as a basis for deeming a Proposer disqualified. Desirable Experience is not mandatory, but is strongly-recommended to be included in a Proposer's SOQ. For purposes of evaluating the SOQs, Proposers are not required to include Relevant Projects satisfying all criteria for Desirable Experience in order to receive full credit in the SOQ evaluation for their past performance. However, Proposers can maximize their SOQ scores by submitting DB Teams that satisfy both the Required Experience and as much of the Desirable Experience as is deemed relevant to achieving the Program Goals and applicable Project Goals.

(b) **Project Past Performance/Experience - Submission Requirements / Evaluation Criteria**

Except as provided in Appendix A (*Abbreviations and Definitions*), Proposers must only describe a maximum of five (5) projects to demonstrate satisfactory Required Experience and Desirable Experience using the Project Profile Form found in Appendix E-7 (*Project Profile Form*). On each Project Profile Form provided for this Tab 1, highlight only Tab 1 Evaluation Criteria. Each Project Profile Form must provide a brief description of the DB Team's collaborative approach to Design-Build, including:

- interactions within the DB Team and with the client during design; and
- the role and interaction between the design team and the construction team during design and construction of the projects.

Images may be included in the Project Profile Form. However, no additional pages will be allotted for images.

(i) **Required Experience**

The DB Team must demonstrate recent, relevant experience in successfully completing at least one DB project.

(ii) **Desirable Experience**

Additional desired experience, which may include experience of members of a DB Team that will have a significant role in the performance of the Work, includes projects that had:

- Projects involving complex remediation and demolition activities.
- Projects involving demolition of ~~multi-story~~ structures and foundations in dense urban environments; or
- Projects demonstrating Proposer's ability to minimize construction impacts, particularly dust and noise, on surrounding community, including civic and municipal facilities (e.g., courts, police, correctional, buses, trains and subways).

Provide a resume for each of the positions on the following chart for the DB Team. Use the Resume Form provided in Appendix E-11 (*Resume Form*). Other than the Design-Build Project Executive, none of the individuals proposed as Key Personnel are required to be employees, officers, or principals of the Proposer or its Principal Participants (i.e., Key Personnel, other than the Design-Build Project Executive, may be Subcontractors).

(iii) **Additional Evaluation Consideration**

DBIA professional designation is desirable for all personnel and will receive additional consideration. Additional consideration will also be given (i) with respect to any design or architectural professional, to any person that has received an award for Project Excellence (e.g., from DBIA, ENR, AGC, CMAA, or any other national organization), (ii) in the case of the Design-Build Project Manager, if such person is certified Project Management Professional, or (iii) in the case of the Design-Build Construction Manager, if such person is Certified Construction Manager.

(iv) **Resume Compliance Matrix**

Provide completed Resume Compliance Matrix as found in Appendix E-12 (*Resume Compliance Matrix*) demonstrating that members of the DB Team meet as many of the competencies listed on the Resume Compliance Matrix as possible.

(c) **Description of Key Personnel Roles**

All Key Personnel listed below, except for the Design-Build Project Executive ~~and Design Lead~~, are expected to dedicate 100% of their time necessary to perform the Work and to satisfy each of the following requirements, as applicable.

Number	Title	Role	Education/ Certification	Preferred Experience
1	Design-Build Project Executive	This is the senior DB Team leader with the authority to contractually bind the company. This individual is the corporate sponsor responsible to commit all necessary resources and resolve potential conflicts. Identify percentage of time devoted to this project.	N/A	Fifteen (15) years of design or construction experience, including Design-Build projects.
2	Engineer-of-Record	This is the individual responsible for the development and implementation of the site civil and utility work.	New York State Licensed Engineer	Fifteen (15) years of experience in Relevant Projects. Experience in site civil and medium-large sewer/water work (preferably medium-large sewer design and infrastructure projects for NYCDDC and NYCDEP) in urban environments. Experience serving as Engineer-of-Record on

Each Proposer's SOQ Tab 3 will be evaluated based on the following factors in connection with the BBJ, Program Goals and Project Goals:

(a) **Evaluation Criteria**

The City will evaluate how well the Proposer's SOQ Tab 3 satisfies the submittal requirements in Section 5.8(b) (*Submission Requirements*) below, including the following:

(i) **Project Excellence**

The Proposer's approach to achieving Project Excellence, as defined in Appendix B (*Project Excellence*).

The City will evaluate the Proposer's submitted plan to achieve Project Excellence for the Project in compliance with Appendix B. Submit narrative specifically identifying opportunities for the Proposer to achieve Project Excellence through the design and construction process.

(ii) **Design-Build Management Approach**

The City will evaluate the clarity and strength of the overall approach, the structure and strategy to execute the Work. Explain the Proposer's ability to comply with the co-location requirements in the Project Description Appendices, including its co-location strategy during design and how best to have the Design Integrator co-located with the Designers during performance of the Work. DDC will evaluate the Proposer's understanding of the design process and the role of the ~~Designer~~Engineer-of-Record (Individual) and ~~Designer~~Engineer-of-Record (Firm), ~~Design—Lead (Individual), and Design-Lead (Firm)~~. The City will evaluate the Proposer's approach to how and when key trade partners will be brought on board and the Proposer's commitment to community engagement.

(iii) **M/WBE Approach**

The City will evaluate the Proposer's M/WBE proposed approach.

(iv) **Quality Assurance and Quality Control for Design and Construction**

1) The City will evaluate the DB Team's proven ability to develop comprehensive, integrated and complete incremental design packages in the context of Design-Build. Specific information on how the DB Team will implement the design quality assurance and quality control process, track design evolution and changes during design to meet the schedule and to facilitate City reviews will also be evaluated.

2) The City will also evaluate the DB Team's capabilities to ensure and control quality construction. The evaluation will include how the DB Team implements all matters relating to quality assurance and quality control of construction and how this control and commitment will lessen the administrative burden on the City.

(v) **Design and Construction Scheduling**

The City will evaluate the Proposer's integrated scheduling capabilities on the systems that will be utilized to implement the schedule. Proposers that

employ fast track Design-Build methodology and demonstrate high-quality design integration will be given additional consideration.

(b) **Submission Requirements**

(i) **Project Excellence**

Submit a detailed narrative describing specific opportunities and the Proposer's approach to achieving Project Excellence, as defined in Appendix B (*Project Excellence*).

(ii) **Design-Build Management Approach**

- 1) Provide an organization and technical approach narrative on the DB Team's approach to executing the Work in order to satisfy Program Goals and Project Goals within the anticipated schedule, site, and potential constraints.
- 2) Demonstrate an understanding of the risk management process associated with Design-Build projects.
- 3) Clearly and concisely describe the organizational and technical approach to project management and execution, describing how and when Subcontractors are contractually engaged and the prominent role(s) of the ~~Designer~~Engineer-of-Record (Individual), ~~and Design Lead (Individual)~~, during the post-award design and construction phase. The Builder and key Subcontractors are encouraged to be actively involved in the design process.
- 4) Describe the DB Team's approach to having an effective management system to communicate, manage, control and track revisions to the design.
- 5) Describe the DB Team's overall approach to community engagement, including how the DB Team will keep the community apprised of the progress of the Work, how the DB Team will manage the construction activities (including demolition, where applicable) to mitigate construction impacts, and how the DB Team intends to manage, track, and respond to community feedback and inquiries.

(iii) **M/WBE Approach**

DDC has set a Draft Goal for M/WBE utilization, as discussed in further detail in Section 8.1(b) (*BBJ Specific M/WBE Program Components*). Accordingly, please explain the Proposer's commitment and ability to satisfy such M/WBE goal. Address the DB Team's proposed organizational structure of the supplier/Subcontractor diversity program for the Work.

(iv) **Quality Assurance and Quality Control for Design and Construction**

- 1) Describe how the DB Team will develop excellent high-quality documents and implement in-house processes that the DB Team will utilize. Provide information on how design documents will be compiled from multiple sources and who will coordinate this effort. Provide information on how the DB Team has historically achieved complete incremental design documents at pre-determined design milestones. Provide information on how the multiple design teams and personnel will collaborate to create an integrated design.

9. COMPLIANCE WITH APPLICABLE LAWS

In connection with this RFQ and the DB Agreement, Proposers shall comply with all applicable laws in all aspects in connection with the procurement process of the BBJ and this procurement and the performance of the DB Agreement.

9.1 **Governing Law**

- (a) The subsequent RFP and the resulting DB Agreements, if any, unless otherwise stated or except as otherwise required to carry-out the requirements in this RFQ, the subsequent RFPs or any DB Agreement, will be subject to all applicable provisions of New York State Law, the New York City Administrative Code, New York City Charter and New York City Procurement Policy Board (PPB) Rules. A copy of the PPB Rules may be obtained by visiting <https://www1.nyc.gov/site/mocs/legal-forms/procurement-policy-board-ppb-rules.page>.
- (b) Proposers are advised that the City Chief Procurement Officer (**CCPO**) has approved the use of an innovative procurement method in accordance with Section 3-12 of the PPB Rules. DDC anticipates that several areas of the PPB Rules will be revised to accommodate DDC's procurement of Design-Build services. Specifically, DDC anticipates, without limitation, modification or alternative processes for the following areas currently addressed by the PPB Rules:
- Procurement methodology for DB services in accordance with the New York City Public Works Investment Act;
 - Performance security;
 - Contract changes and change order administration; and
 - Dispute resolution.

Such modifications and alternative processes will be set forth in the DB Agreement, which will be included with the subsequent RFP.

9.2 **Iran Divestment Act of 2012**

Pursuant to 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, DDC will be able to award a DB Agreement to that 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 Appendix **E**-3 (*Iranian Divestment Act*) 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 Proposer will not be Short-listed if the Proposer fails to submit a signed and verified Bidders Certification. A certification form must be included with the SOQ.

APPENDIX A

Abbreviations and Definitions

Addenda or **Addendum** means written supplemental additions, deletions, and modifications to the provisions of the RFQ or RFP (where applicable) issued by DDC, after the date of issuance.

Agency Chief Contracting Officer or **ACCO** means the position delegated authority by the Agency Head to organize and supervise the procurement activity of subordinate Agency staff in conjunction with the City Chief Procurement Officer.

Agency Head means the Commissioner of the New York City Department of Design and Construction.

~~**Designer of Record (Firm)** means the licensed in New York State firm that shall be responsible for signing and sealing design packages, and for certifying that the Work has been performed in accordance with the requirements of the Contract Documents and the Design-Builder's released for construction Documents.~~

~~**Designer of Record (Individual)** means the licensed in New York State individual that is a member of the Designer of Record (Firm) and that shall be responsible for signing and sealing design packages, and for certifying that the Work has been performed in accordance with the requirements of the Contract Documents and the Design-Builder's released for construction documents, as further described in number 1 of the table in Section 5.7(c) (Description of Key Personnel Roles).~~

Borough-Based Jails Program or **BBJ** means DDC's Design-Build Borough-Based Jail Program to demolish three existing jails in Manhattan, Brooklyn and Queens and to design and construct four new Detention Facilities in each of Manhattan, the Bronx, Brooklyn and Queens, as well as perform various Early Works necessary for the new Detention Facilities.

Builder means the Major Participant with overall responsibility for performance of the construction work necessary to deliver a Detention Facility.

CHS means the NYC Health + Hospitals/Correctional Health Services. CHS operates the City's correctional health care systems. CHS provides medical and mental health care, substance use treatment, dental care, social work services, and reentry support services, to patients from pre-arraignment through discharge. CHS is a key stakeholder in the BBJ.

City is defined in Section 1.1 (*Executive Summary*).

City Chief Procurement Officer or **CCPO** is defined in Section 9.1(b) (*Governing Law*).

City M/WBE Law is defined in Section 8.1(a) (*BBJ M/WBE Applicable Laws*).

Comptroller means the Comptroller of the City of New York, their successors, or duly authorized representatives.

Conflicts of Interest means that a Person or organization had or has relations with Persons: (1) engaged or is engaging in activities; or (2) performed or is performing services, for DDC or another entity concerning the BBJ or a related project, that afford such Person or organization or any DB Team with a competitive advantage or that might otherwise impair the Person or organization's objectivity, or that render such Person or organization unable, or potentially unable, to render impartial assistance, performance or advice to any DB Team.

Consultant Support Team is defined in Section 3.3 (*The City's Consultant Support Team*).

Contract Documents means the documents identified as such in the DB Agreement, including all performance security instruments, the Design-Builder Proposal, the final design documents and provisions required by law to be inserted in the DB Agreement whether actually inserted or not.

Contract Price is defined in Appendix H (*Summary of Key DBA Provisions*).

CPSD is defined in Section 1.8 (*Project Information*).

Day or Days means calendar days unless otherwise specifically noted to mean business days.

DB Agreement means the written agreement between DDC and the Design-Builder setting forth the obligations of the parties with respect to a Detention Facility, including, but not limited to, the performance of the Work, the furnishing of labor and materials, and the basis of payment, and including all provisions required by law to be inserted in the DB Agreement whether actually inserted or not.

DB Team means Principal Participants, Major Participants, Subcontractors, and all other Persons making up the team and acting on behalf of, or at the direction of, a Proposer or the Design-Builder, as applicable necessary to perform the Work.

DBIA means the Design-Build Institute of America.

DDC means the Department of Design and Construction of the City of New York acting by and through the Agency Head thereof, or their duly authorized representative.

DDC's Designated Representative is defined in Section 3.2(a) (*Designated DDC Representative*).

Design-Build or DB means a project delivery methodology by which a single Design-Builder has responsibility for the design and construction of a project under a single design-build agreement.

Design-Build Construction Project Manager is the role and person to fill such role identified in number [85](#) of the table in Section 5.7(c) (*Description of Key Personnel Roles*).

Design-Build Project Executive is the role and person to fill such role identified in number 1 of the table in Section 5.7(c) (*Description of Key Personnel Roles*).

Design-Build Project Manager is the role and person to fill such role identified in number [34](#) of the table in Section 5.7(c) (*Description of Key Personnel Roles*).

Design-Builder means the Person selected pursuant to the RFP that enters into the DB Agreement with DDC to design and construct the Project.

Design Integrator is the role and person to fill such role identified in number [45](#) of the table in Section 5.7(c) (*Description of Key Personnel Roles*).

~~**Design Lead (Firm)** means the Major Participant that has responsibility for creative architectural design for the Project.~~

~~**Design Lead (Individual)** means the individual that has primary responsibility for creative architectural design for the Project, as further described in number 2 of the table in Section 5.7(c) (*Description of Key Personnel Roles*).~~

Designers means the Major Participants and Key Personnel with overall responsibility for design of the Project.

DLS is defined in Section 8.2(e) (*Equal Employment Opportunity*).

DOC means the Department of Correction of the City of New York. The DOC provides for the care, custody, and control of persons held in custody once accused of crimes or convicted and sentenced to one year or less of jail time. DOC will manage and operate the BBJ. DOC is a sponsor agency for purposes of this RFQ.

Draft Goal is defined in Section 8.1(b) (*BBJ Specific M/WBE Program Components*).

E.O. 50 is defined in Section 8.2 (*Equal Employment Opportunity*).

Early Works means the infrastructure, demolition, design and construction work being performed by DDC or DDC contractors in advance of commencement of construction of any of the Detention Facilities, including the construction of the parking structure in connection with the Queens Detention Facility.

Engineer-of-Record (Firm) means the licensed in New York State firm that shall be responsible for signing and sealing design packages, and for certifying that the Work has been performed in accordance with the requirements of the Contract Documents and the Design-Builder's released for construction Documents.

Engineer-of-Record (Individual) means the licensed in New York State individual that is a member of the Engineer-of-Record (Firm) and that shall be responsible for signing and sealing design packages, and for certifying that the Work has been performed in accordance with the requirements of the Contract Documents and the Design-Builder's released for construction documents, as further described in number 2 of the table in Section 5.7(c) (*Description of Key Personnel Roles*).

Environmental Manager is the role and person to fill such role identified in number 7 of the table in Section 5.7(c) (*Description of Key Personnel Roles*).

Equity Participant means any Person holding (directly or indirectly) a 15% or greater interest in the Proposer.

High-Rise has the definition provided by Title 27, Subchapter 2 of the New York City Building Code.

Key Personnel means the individuals identified in the table in Section 5.7(c) (*Description of Key Personnel Roles*) and those additional individuals that may be designated as such in a subsequent RFP or by DDC's designated project manager at a later date.

LEED Gold means gold certification by the U.S. Green Building Council as part of the Leadership in Energy and Environmental Design certification program.

M/WBE means minority owned business enterprises and/or woman-owned business enterprises.

Major Participant means the Proposer, each Principal Participant, ~~the Design-Lead (Firm), the Designer~~Engineer-of-Record (Firm), and the Builder.

MOCJ means the Mayor's Office of Criminal Justice. MOCJ serves as the primary advisor to the Mayor on public safety. MOCJ shapes and funds strategies to increase safety and fairness throughout the public safety system. MOCJ is a sponsor agency for purposes of this RFQ.

New York City Public Works Investment Act means the design-build authorizing legislation enacted as 2019 State Senate Bill S6293--A.

OATH is defined in Section 6.2(f) (*Right of Appeal*).

Person means any individual, firm, corporation, company, sole proprietorship, limited liability company (LLC), joint venture, voluntary association, partnership, trust, unincorporated organization, or other legal entity.

Phase I means the RFQ phase of the procurement process, which commences at issuance of this RFQ and terminates at issuance of the Short-list.

Phase II means the RFP phase of the procurement process, which commences at issuance of the Short-list and terminates at execution of the DB Agreement.

PPB Rules means the rules of the Procurement Policy Board as set forth in Title 9 of the Rules of the City of New York (RCNY), § 1-01 et seq.

Principal Participant means any of the following entities:

- A) The Proposer;
- B) If the Proposer is a partnership, joint venture, or limited liability company, any general partner or any member of the partnership, joint venture or LLC; and/or
- C) Any Equity Participant.

Procurement Policy Board or **PPB** means the board established pursuant to Charter § 311 whose function is to establish comprehensive and consistent procurement policies and rules which have broad application throughout the City.

Program Goals is defined in Section 1.4 (*BBJ Program Goals*).

Project means the demolition and improvements to be designed and demolished or constructed by the Design-Builder and all other Work product to be provided by the Design-Builder in accordance with the Contract Documents.

Project Description Appendix is defined in Section 1.2 (*Purpose*).

Project Excellence is defined in Appendix B (*Project Excellence*).

Project Goals is defined in Section 1.4 (*BBJ Program Goals*).

Project Labor Agreement or **PLA** means the project labor agreement entered into or designated by the City for the BBJ. The PLA will be included with the RFP.

Proposal means the proposal submitted by a Proposer in response to an RFP, including any revisions thereto. If the RFP requests submittal of best and final offers, the term Proposal means the best and final offer submitted by the Proposer, including any revisions thereto.

Proposer means the Person submitting an SOQ in response to this RFQ or a Proposal in response to an RFP.

Proposer's Designated Representative is defined in Section 3.2(b) (*Proposer Designated Representative*).

Relevant Projects is defined in Section 5.6(a)(i) (*Recent and Relevant Project Experience*).

Request for Proposals or **RFP** means a written solicitation, including all Addenda thereto, seeking Proposals (including quality and price) to be used to identify the Proposer offering the best value

to DDC for the Project. The RFP will be issued only to Persons who are on the Short-list for the Project.

Request for Qualifications or **RFQ** means this written solicitation issued by DDC, including all Addenda thereto, issued by DDC seeking SOQs in order to identify and Short-listed Proposers to receive an RFP for the Project.

[Safety Manager is the role and person to fill such role identified in number 6 of the table in Section 5.7\(c\) \(Description of Key Personnel Roles\).](#)

Selected Proposer means the Proposer whose Proposal in response to the RFP is found to provide the best value to the City for the Project.

Short-list means each list of Proposers that the City determines are the most highly qualified Proposers for delivery of the Project, based on an evaluation of the SOQs submitted by such Proposers.

Short-listed Proposers means the Proposers that have been Short-listed.

SOQ Due Date is defined in Section 1.3 (*RFQ Approach*).

State means the State of New York.

State M/WBE Law is defined in Section 8.1(b) (*BBJ Specific M/WBE Program Components*).

Statement of Qualifications or **SOQ** is defined in Section 1.2 (*Purpose*).

~~**Structural Engineer** is the role and person to fill such role identified in number 7 of the table in Section 5.7(c) (*Description of Key Personnel Roles*).~~

Subcontractor means a subcontractor of the Design-Builder or other entity on a DB Team.

Work means all of the administrative, demolition, design, engineering, utility support services, procurement, legal, professional, manufacturing, supply, installation, construction, supervision, management, testing, verification, labor, materials, equipment, maintenance, warranty, documentation, and other duties and services to be furnished and provided by the Design-Builder as required by the Contract Documents, including all efforts necessary or appropriate to achieve final acceptance of the Project and to fulfill the Design-Builder's warranties. In certain cases, the term is also used to mean the products of the Work.

END

APPENDIX D

Format and Organization for
Statement of Qualifications

RFQ (Phase I) Response Table of Contents		
Tab	Category	Page Limitation
0	FUNDAMENTAL QUALIFICATIONS	Up to 19 pages total
	Cover Letter	2 pages
	Acknowledgment of Addenda Form (Appendix E-13)	1 page*
	Equal Opportunity Employer Statement	1 page
	Statement of Compliance with the filing of Construction Employment Report in PASSPort (Appendix E-1)	1 page
	Doing Business Data Form (Appendix E-2)**	2 pages
	Iran Divestment Act Form (Appendix E-3)	1 page
	Preliminary Insurance Information (Appendix E-4)	1 page
	Letter of Commitment from Surety	1 page
	Legal Structure	1 page***
	Teaming Agreement	1 page
	Safety Questionnaire (Appendix E-5)	1 page
	Financial Questionnaire (Appendix E-6)	5 pages
	Conflicts of Interest	1 page
1	PROJECT PAST PERFORMANCE/EXPERIENCE	Up to 23 pages total
	Project Profile Forms (each project limited to 3 pages) (Appendix E-7)	15 pages
	Project Evaluation Forms (Appendix E-8)	5 pages
	Prior Experience Working Together Form (Appendix E-9)	1 page
	Project Relevancy Form (Appendix E-10)	2 pages
2	DESIGN-BUILD TEAM KEY PERSONNEL RESUMES	Up to 109 pages total
	Team Introduction and Organization Chart	2 pages
	Design-Build Project Executive (Appendix E-11)	1 page
	Design Lead (Appendix E-11)	1 page
	Engineer/Designer -of-Record (Appendix E-11)	1 page
	Design-Build Project Manager (Appendix E-11)	1 page
	Design Integrator (Appendix E-11)	1 page
	Design-Build Construction Project Manager (Appendix E-11)	1 page
	Safety Manager (Appendix E-11)	1 page
	Environmental Manager (Appendix E-11)	1 page
	Resume Compliance Matrix (Appendix E-12)	1 page
3	DESIGN PHILOSOPHY AND DB MANAGEMENT APPROACH	Up to 13 pages total
	Design Philosophy Project Excellence	4 pages
	Design-Build Management Approach	5 pages
	M/WBE Approach	2 pages
	Quality Assurance and Quality Control for Design and Construction	1 page
	Design and Construction Scheduling	1 page

* page limit does not include attached copies of each Addenda cover page signed by the Proposer

** Doing Business Data Form must be submitted as a separate file and must not be included in the body of the SOQ file.

*** page limit applies to the description of the Proposer's legal structure and does not include any copies of executed agreements or letters of intent, as required by the RFQ.

APPENDIX E

SOQ FORMS

APPENDIX E-4

Preliminary Insurance Information

The policies and minimum limits provided below are for information purposes only. Section 5.5 (Fundamental Qualifications) with respect to the SOQ submission requires an acknowledgment that the DB Team carries or will carry coverage levels identified below. Further details regarding insurance requirements for the Project will be specified in the RFP (Phase II). The Selected Proposer will be required to provide evidence of insurance by providing certificates of insurance and may require complete copies of policies and/or policy endorsements.

Type of Insurance	Minimum Limits Required Per Claim/Occurrence	Minimum Limits Required Aggregate Policy Limits
1. Worker's Compensation	Statutory Limits	Statutory Limits
2. Employer's Liability (Bodily Injury by Accident)	Statutory Limits	Statutory Limits
3. Commercial General Liability	\$32,000,000 (Annual)	\$46,000,000 (Annual)
a. Bodily Injury/Property Damage per occurrence limit	\$23,000,000 (Annual)	n/a
b. Bodily Injury/Property Damage aggregate limit	n/a	\$24,000,000 (Annual)
c. Products/Completed Operation aggregate limit	n/a	\$24,000,000 (Annual)
d. Personal and Advertising Injury aggregate limit	n/a	\$24,000,000 (Annual)
4. Commercial Automobile Liability	\$15,000,000 (Annual)	\$5,000,000 (Annual)
5. Professional Liability Insurance	\$504,000,000.00	\$504,000,000.00
6. Contractor's Pollution Liability including coverage for microbial matter (if applicable)	\$25,000,000 TBD	\$25,000,000 TBD
7. Umbrella Excess Liability Insurance	\$2010,000,000 (Annual)	\$10,000,000 \$200,000,000
8. Builders' Risk	TBD	TBD
9. Railroad Protective Liability	TBD	TBD

Notes:

- Commercial General Liability: If the Work requires a permit from the Department of Buildings pursuant to 1 RCNY Section 101-08, the Design-Builder will be required provide Commercial General Liability Insurance with limits of at least those required by 1 RCNY section 101-08 or the limits required by the Contract, whichever is greater.
- Subject to DDC's approval, the Design-Builder may satisfy its obligation to provide general liability and automobile liability coverage through primary policies or a combination of primary and umbrella excess policies, so long as all policies provide the scope of coverage required by the DB Agreement.
- Builders' Risk limits and requirements will apply whenever the Project includes structures. If applicable, limits and requirements will be set forth in the RFP.
- Contractor's Pollution Liability limits and requirements will apply if there are hazardous materials at the site. If applicable, limits and requirements will be set forth in the RFP.
- Railroad Protective Liability limits and requirements will apply if railroad facilities exist within or adjacent to the Project site. If applicable, limits and requirements will be set forth in the RFP.
- Other types and amounts of insurance may be required. If applicable, limits and requirements will be set forth in the RFP.
- Except as set forth in the subsequent RFP, all policies will be required to name the City of New York, including its officials and employees, as additional insured. The Selected Proposer may be required to name additional parties as additional insured and may be required to name the City of New York as loss payee. Details and requirements will be set forth in the RFP for the Project.

APPENDIX E-9

Prior Experience Working Together Form

INSTRUCTIONS: For each of the up to 5 projects identified on the Project Profile Forms and listed in the matrix below, indicate the proposed Key Personnel who participated in each project. Clearly indicate project number corresponding to the Project Profile Forms.

	Project 1	Project 2	Project 3	Project 4	Project 5
Design-Build Project Executive					
Design Lead (Individual)					
Designer <u>Engineer</u> -of-Record (Individual)					
Design-Build Project Manager					
Design Integrator					
Design-Build Construction Project Manager					
<u>Safety Manager</u>					
<u>Environmental Manager</u>					

APPENDIX E-10

Project Relevancy Form

Project Attributes	Project 1 Title, Location, Client	Project 2 Title, Location, Client	Project 3 Title, Location, Client	Project 4 Title, Location, Client	Project 5 Title, Location, Client
Year Completed or, if currently under construction, expected to be completed					
Attribute (examples)					
Complex Remediation and Demolition Activities					
Involves Demolition of Multi-Story Structure(s) <u>structures and foundations</u> in Dense Urban Environments					
Design-Build Project					
Design-Bid-Build Project					
Project Demonstrating Ability to Minimize Construction Impacts on Surrounding Community					
DBIA Best Practices					
Award-Winning Project (ENR, DBIA, or Similar)					

APPENDIX E-12

Resume Compliance Matrix

Proposed Design-Build Team

Note: Fill in only unshaded cells.

Name	Qualifications								Design - Build Project Executive		Design Lead			Designer/Engineer-of-Record				Design-Build Project Manager		Design Integrator		Design-Build Construction Project Manager				Safety Manager			Environmental Manager							
	Designated Design-Build Professional	Experience on Relevant Projects	Design Experience (Insert Years)	Construction Experience (Insert Years)	Design-Build Experience (Insert Years)	Design or Construction Experience (Insert Years), including on a Design-Build Project	Authorized to Contractually Bind Company	Percentage Dedicated to Project	Degree in Related Field	Experience in Design (Insert Years)	Demonstrated project and design excellence in innovative building design	New York Licensed Architect/Engineer	Experience with Relevant Projects (Insert Years)	Experience in site civil and medium-large sewer/water work (preferably medium-large sewer design and infrastructure projects for NYCDDC and NYCDEP) in urban environments. Designing Secure Facilities or High-Rise Structures	Experience Serving as Architect/Engineer-Of-Record on a Design-Build Project (Required)	Experience in coordination of interagency projects (NYCT/NYCDEP/MTA). Demonstrated project and design excellence in innovative building design	Degree in Construction Management, Construction Science, Eng or Arch	Experience in Construction and Construction Mgmt. with Relevant Projects (Insert Years)	Satisfactory Experience to Control Design and Construction	Degree in Construction Management, Construction Science, Eng or Arch	Experience in Design, Const and Const Mgmt with Relevant Projects (Insert Years)	Experience on a large Design-Build Project	Degree in Construction Management, Construction Science, Eng or Arch	Experience in Const and Const Mgmt with Relevant Projects (Insert Years)	Experience in Administration of City, Municipal, or Federal Projects	Ability to effectively manage, control, administer and execute integrated design and construction operations, safety, quality control program and subcontracts	Licensed DOB Site Safety Manager	Bachelor's Degree or Higher	Experience in safety work on similar projects (insert Years)	CSP or CIH Certification	Bachelor's Degree or Higher	Experience in environmental management of construction projects with Relevant Projects (Insert Years)	Experience in Administration of City, Municipal, or Federal Projects	Ability to effectively manage, control, administer and execute the environmental management of the Relevant Project Shown		
Example	X	X	20	15	8	15	X	25	X	5	X	X	15	X	X	X	5	X	X	5	X	X	10	X	X	X	X	15	X	X	X	10	X	X		
Design-Build Project Executive																																				
Design Lead (Individual)																																				
Designer/Engineer-of-Record (Individual)																																				
Design-Build Project Manager																																				
Design Integrator																																				
Design-Build Construction Project Manager																																				
Safety Manager																																				
Environmental Manager																																				

APPENDIX F

Draft Request for Proposal (Phase II) Information

DRAFT REQUEST FOR PROPOSALS (PHASE II) INFORMATION

1. NOTICE

Information provided in this section is provided for informational purposes and understanding only. These documents may be revised prior to the issuance of the RFP (Phase II) solicitation. Clarifications and questions will NOT be addressed concerning these documents until after the start of the RFP (Phase II) competition.

2. RFP (PHASE II) - DRAFT PROCUREMENT SCHEDULE

DDC intends to conduct the RFP (Phase II) process for the Project based upon the schedule identified below. This schedule is an estimate only and is subject to change. The final solicitation schedule for the Project will be provided to the Short-listed Proposers for the Project when the RFP (Phase II) is issued.

the Bronx Site Preparation	
Issue Draft RFP (Phase II):	January 22 ⁸ , 2021
Issue Final RFP (Phase II):	February ^{March} 11 ²⁶ , 2021
Collaborative Dialogue Meetings:	February 2021 – May ^{June} 2021
Proposals Due:	July 20 ⁹ , 2021
Notification of Selection of Best Value Proposal:	August 2021 – September 2021
DB Agreement Award:	September ^{October} 30 , 2021

3. RFP (PHASE II) - PRELIMINARY INFORMATION

For the Project, complete RFP (Phase II) solicitation documents will be provided to the Short-listed Proposers. Information listed here is in summarized to provide information to Respondents in evaluating the scope of work that will be expected during contract award.

4. RFP (PHASE II) -EVALUATION CRITERIA

The overarching goal for this procurement is to select a Design-Build (DB) Team to design and construct the Project in a manner that provides the best value to the City in support of its vision and mission. Through best value selection, the City is looking for high-quality, innovative and transformative design and solutions, such that the Project is completed on time and within budget. This procurement is not a low-bid procurement.

RFP (Phase II) Evaluation Criteria
Design Excellence and Public Realm
Design, Program, Systems, and Operations
Schedule
Project Plans, Constructability, Logistics, and Site Approach
MWBE Approach
Team, Experience and Financial Strength

Requests for Information Received at the Pre-Submission Conference

NYC BBJ Bronx Site Preparation

PIN: 8502020CR0001P-3P



RFI #	Question	Answer
1	Is the relevant experience limited to the past 10 years? Do you want relevant experience from all subs as well?	It is preferred that relevant experience have occurred within the past 10 years. Relevant experience should be provided for all Major Participants.
2	In the qualifications to be submitted there is a heavy emphasis on DB team having worked together. Given the history of DB in NY this is a challenge, especially for this type of project. Would you consider changing or reweighting this requirement?	A team's prior experience working together will be weighted favorably.
3	For the relocation of the sewer line, do you anticipate the need for a pump station based on your conversation with NYCDEP?	Yes, we anticipate the need for a pumping station.
4	The RFP states that you are looking for experience in the demolition of multi-story buildings. If the building is already down can you clarify?	See revised language in RFQ Section 5.6.
5	Will this presentation be emailed to all participants?	The presentation is available on DDC's website.
6	Will a separate short-list be created for each Detention Facility?	This procurement is for the Bronx Site Preparation and not for the Bronx Detention Facility and will result in a short-list for the work described in the RFQ. Please visit the DDC Design-Build website and view the procurements associated with the detention facilities for further information.

Requests for Information Received via Email

NYC BBJ Bronx Site Preparation

PIN: 8502020CR0001P-3P



RFI #	Question	Answer
7	There are conflicting Key Personnel in the RFQ. Please confirm the Key Personnel requirements.	The Key Personnel identified in Section 5.7 (c) is correct. See revised Appendix A, Appendix D, Appendix E-9, and Appendix E-12.
8	Will a bid bond will be required for the RFP phase? If so, please clarify the estimated % the bid bond will carry.	A bid bond is not required in the RFP phase.
9	If we are unable to provide a Project Evaluation Form, would DDC be open to the submission of a supplemental letter confirming a contractor's role on a project that would demonstrate project experience for multiple scopes of work for the project?	Refer to RFQ Section 5.6(c): In lieu of the Project Evaluation Form, Proposers may submit the last available evaluation they have from the owner, owner's agent or client for the project considered. Performance evaluations must highlight the role and impact a DB Team member provided on the project.
10	As the scope of work required is to be considered and assumed to be horizontal heavy civil construction, would DDC be open to removing the requirement for the Key Personnel Safety Manager to possess a NYCDOB Site Safety Manager certification if that person possesses the equivalent or higher of that license but for horizontal markets (i.e. CHST, CUSA, etc.)?	The Safety Manager must be a licensed NYC DOB Site Safety Manager.
11	Is it required to submit copies of confirmations from NYSED regarding Professional Engineers licenses with the resumes? Would that increase the page limit to 2 allowed for each resume?	It is not required to submit confirmation of PE licenses at this time, however, if submitted such confirmation will not count toward the page limit.
12	If the proposer is a sole venture, would certificate of incorporation and authority to transact business documents be required as part of the submission under Legal Structure? Would that expand the allowed page limit?	A Certificate of Incorporation is not required for a sole venture. A Proposer's authorization to transact business in the State of New York will be verified with the NYS Department of State.
13	Please confirm if the Teaming Agreement section is limited to 1 page or if NYCDDC would be open to expanding this as to allow the teams to be in compliance with, and provide information from, the forms referenced in the RFQ on how contractors are to respond accordingly.	As stated in RFQ Section 5.5(a) (x) A description of the Proposer's teaming agreement or the Proposer's letter of intent to team is limited to one (1) page. Per Section 5.3 (a) Documents required as attachments in the RFQ shall not be counted against the Proposer's page limit. Therefore, the actual Teaming Agreement or Proposer's Letter or Intent to Team, if provided, is not included in the page limit.
14	Due to the requirement for an electronic submission and the ongoing effects of COVID 19, will NYCDDC accept electronic signatures and electronic notarization for the SOQ? Do electronic signatures need to be via <i>DocuSign</i> or will scanned/digitally applied signatures suffice?	Electronic signatures and notarization are acceptable. Scanned or digitally applied signatures are acceptable.
15	Can the Organization Chart be 11" x 17" page size to make it more legible for the reviewers?	No, the organizational chart should be 8 ½" x 11" format as stated in Section 5.3 (c) of the RFQ.

Requests for Information Received via Email

NYC BBJ Bronx Site Preparation

PIN: 8502020CR0001P-3P



RFI #	Question	Answer
16	Refer to Section 5.6 Past Performance/Experience (Tab 1), confirm that the requirement for a total of 5 projects to be shown, are projects that the Contractor (Design-Builder/Proposer) and the Lead Designer performed either independently or performed together?	The requirement is to show up to five (5) projects that the Proposer and/or Major Participants successfully completed either independently or together.
17	If a Proposer elects to fulfill the Design-Build Project Manager and Design-Build Construction Project Manager roles with the same individual, will that negatively impact the Proposer's score in any way and will two (2) separate resumes be required?	As long as the proposed candidate meets or exceeds the qualifications for both titles, there will not be any negative impact on the Proposer. Only one (1) resume is required specifying the appropriate experience for both titles.
18	Can a Letter of Commitment from Surety be more than one page?	A Letter of Commitment from a Surety should be limited to one page.
19	RFQ Section 5.1 (b) requires a 3 ring binder for submission. Please confirm.	The SOQ submission is electronic and no binder is required. See revised RFQ section 5.1 (b).
20	Appendix E-6 Financial Questionnaire requests some information that may be considered confidential to a private corporation. Can the information be provided in a confidential way?	The Financial Questionnaire can be emailed directly to the DDC Designated Representative as a separate electronic file with a password to access. This must also be received by the SOQ Due Date.
21	The RFQ states the following: " <i>In the footer of each page within the document, provide the name and address of the Proposer, the volume number (if any), and date submitted.</i> " Please confirm that the footer is only to be added on the pages the Design-Builder/Proposer is adding and should not be added on the SOQ Forms provided in Appendix E?	The footer should be added to all submission pages.
22	Please review and confirm the insurance requirements.	See revised Appendix E-4.
23	Referring to RFQ Appendix C Project Description, Design-Builder Responsibilities and Project Status: " <i>Anticipated Work To Be Performed By Others And Supplied To Contractor</i> ", states in part: (1) Geotechnical investigation to identify the location of the water table and bedrock depth; determine the soil characteristics and debris by DDC and (2) Phase 1 Environmental Report on the presence of contamination by DDC. Will the NYCDDC provide an allowance or unit price items for the various contamination items that are anticipated by the Phase 1 Environmental Report and/or that are eventually uncovered and removed by the Design-Builder during the excavation process for this project?	DDC will provide geotechnical investigation reports that are available to the Short-listed Proposers and anticipates an allowance for this work. Detailed information will be provided in the RFP.

Requests for Information Received via Email

NYC BBJ Bronx Site Preparation

PIN: 8502020CR0001P-3P



RFI #	Question	Answer
24	<p>In reference to the Safety Questionnaire provided in Appendix E-5, question 5, the provided form requests the contractor provide EMR ratings for the 3 previous years (2017-2019), with instructions to include a 1 page explanation if any of the 3 years possesses an EMR above a 1.00. If an explanation is necessary, will it be acceptable to submit separate from the 1st Question of the Safety Questionnaire regarding OSHA cases? Could NYCDDC provide clarification of what items specifically need to be addressed in this explanation in order for it to be considered as PASS criteria? Does this explanation need to be narrated directly by the contractor or would NYCDDC accept a letter from the Insurance Broker/Carrier? We are assuming that a Proposer may be deemed non-responsive if their EMR is above 1.10; and are requesting NYCDDC confirm this, and request NYCDDC clarify what the specific criteria would be for considering a Proposer responsive and acceptable (PASS) if their EMR is above 1.10.</p>	<p>NYCDDC is looking for any explanation (either from Contractor or Insurance Broker/Carrier) as to why the Experience Modification Rate (EMR) is above 1.10 for the short term. The EMR is an indication of unsafe operations at a construction site, and NYCDDC is interested in ensuring that the most safe contractors are eligible for the work. Therefore, EMR's above 1.10 will be seriously considered, and NYCDDC may consider a Proposer non-responsive if the high rate is not provided with a justifiable cause other than site safety. It is acceptable to submit this explanation as a separate attachment from other responses.</p>
25	<p>Per the instructions for Tab 0, a Construction Employment Report must be uploaded to PASSPort prior to the SOQ due date. If we have already filed with PASSPort, and our disclosure has been approved within the bi-annual time frame allowed for PASSPort Disclosures, do we need to resubmit this report as part of this SOQ package for it to be considered a PASS? Or if what we have already submitted as part of our PASSPort filing approved by MOCS will suffice and we provide a statement or print out showing our filed status and that this has already been completed;</p>	<p>The report must be specific to this procurement.</p>
26	<p>For the Organization and DB Team Personnel narrative and organization chart, we request NYCDDC clarify if the narrative is to be 2 pages, and the organization chart would be page 3; or if the narrative is to be 1 page, and the organization chart 1 page. Does the organization chart need to show lines of reporting and communication? If so, does NYCDDC have guidelines of how these lines are to be shown? I.e. Colors, line structures (dashed, dotted, solid);</p>	<p>The combined narrative and organizational chart can be up to 2 pages. Specific guidelines will not be provided. It is up to the Proposer to determine the best layout for its Proposal.</p>
27	<p>We respectfully request NYCDDC to consider expanding the QA/QC Approach narrative from 1 page to 2-3 pages;</p>	<p>The QA/QC Approach narrative page limit will remain at 1 page.</p>

Requests for Information Received via Email

NYC BBJ Bronx Site Preparation

PIN: 8502020CR0001P-3P



RFI #	Question	Answer
28	Will NYCDDC be providing the SOQ Forms in an editable version, as all forms state they are not to be modified and we cannot complete the forms without modifying some information to remove what has been shown as a sample or as direction, update project titles, provide additional information, insert headers/footers per NYCDDC RFQ Formatting guidelines, etc.; and	DDC does not intend to provide editable forms. Please reach out to the DDC Designated Representative with specific form issues that arise.
29	Please advise if each proposer will have a different link to upload their final SOQ. If not, is the NYCDDC taking appropriate measures to ensure that the submitted SOQ's cannot be opened by other DB Teams? Please advise	The submission portal is not accessible by unauthorized users.
30	A Proposer's DB Team's recent and Relevant Project experience working together on successful projects. For projects where DB Team worked together, DDC will evaluate how collaboratively the team worked together during design and construction. Does this mean our firm should have prior experience working together in the past to meet this qualification such as the design firm doing a DB with the construction firm once before? Reason I ask is a DB college says that is one of the qualifications to have done work TOGETHER and I wanted to clarify that with you if it is true, please?	See answer #2 above.