

April 9, 2021

**ADDENDUM NO. 1**

**PROJECT:** Design-Build Program Lexington Avenue Pedestrian Safety Improvements  
**PIN:** 8502021HW003C

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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.

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**Request for Qualifications**

1. Amendments to the RFQ, provided in the attached documents in redline, have been made affecting the following RFQ and pages:

- **Page 30, Exhibit B, Section 1, Part B-1: Procurement Information and Schedule, B**
- **Page 40 & 41, Exhibit B, Section 2, Part B-2: SOQ Submittal Requirements, I. v**
- **Page 42, Exhibit B, Section 2, Part B-2: SOQ Submittal Requirements, J. ii**
- **Page 43, Exhibit B, Section 2, Part B-2: SOQ Submittal Requirements, J. iv**
- **Page 48, Exhibit B, Section 4, Part B-4: SOQ Checklist and Page Count**

**Please note, Minimum Qualification Requirements have been revised for Conceptual Estimator, Design Senior Civil Engineer and Site Safety Manager. Changes are referenced on pages 40 & 41 above.**

**Contact:** Jennifer Vega  
**Email:** Design\_Build@ddc.nyc.gov  
**Phone:** **Please Email for Information**

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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 Exhibit E-7 – Acknowledgement of Addenda.

\_\_\_\_\_  
Name of Submitting Firm

By \_\_\_\_\_

Title \_\_\_\_\_

**1. PART B-1: PROCUREMENT INFORMATION & SCHEDULE**

A. General Information

<b>DDC's Designated Representative</b>	Jennifer Vega DDC's Designated Representative identified above is Proposers' single point of contact and source of information for the procurement.
<b>Requests for Information (RFIs)</b>	Proposers may submit RFIs. RFIs will only be accepted in writing delivered to the following email address(es): <a href="mailto:Design_Build@ddc.nyc.gov">Design_Build@ddc.nyc.gov</a>
<b>SOQ Submission Location</b>	SOQs must be submitted no later than the SOQ Due Date. DDC is accepting SOQ submissions as follows: <input checked="" type="checkbox"/> Electronic copies only, as follows: SOQs must be submitted by uploading the same at the following link: <a href="https://ddcnyc.app.box.com/f/facd38425a03403d8e50c1e6bcd1d472">https://ddcnyc.app.box.com/f/facd38425a03403d8e50c1e6bcd1d472</a>
<b>Pre-Submission Conference</b>	A pre-submission conference will be held on the date and time set forth in subsection B (Procurement Schedule & Activities), below. The conference will be held as follows: <input type="checkbox"/> In person at 3030 Thomson Avenue, Long Island City, NY 11101 (Note: entrance on 30 <sup>th</sup> Place, <i>not Thomson Ave.</i> ) Registration is required. To register to attend the conference, please visit: [insert link]. <input checked="" type="checkbox"/> Via video conference. Registration is not required <a href="https://nycddc.webex.com/nycddc/j.php?MTID=m777c865a3c6838d838d898a8888c95ed">https://nycddc.webex.com/nycddc/j.php?MTID=m777c865a3c6838d838d898a8888c95ed</a>
<b>Number of Proposers to be Short-listed</b>	DDC will short-list no more than the following to participate in step II of the procurement (the RFP): 3

B. Procurement Schedule & Activities

The following represents the current procurement schedule for the Project. The schedule is subject to change at the discretion of DDC.

<b>Activities</b>	<b>Timeline</b>
Pre-Submission Conference	03/31/21 at 10:00 am
Final Date for Receipt of RFIs	04/01/21 at 4:00pm
Final Date for RFQ Addenda and/or Answers to RFIs	04/07/21
SOQ Due Date	<del>04/16/21</del> <a href="#">04/14/21</a> at 4:00 pm

Line #	Key Personnel Title	Key Personnel Role	Minimum Qualification Requirements	Preferred Qualifications
1	Design-Build Project Executive	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. Where a multi phased/ multi-disciplinary project is assigned to the DB team, this individual will provide oversight over the entire design work, and construction of all phases of the Projects awarded to the Design Builder.	N/A	Fifteen (15) years of design or construction experience, including Design-Build or similar integrated or alternate delivery methods
2	Design-Build Project Manager	Primary liaison on the DB Team and will act as the first point of contact between the Design Builder and the City. The Design-Build Project Manager may also serve as the DB Project Executive provided he/she meets the qualifications for both titles.	Degree in Engineering or Construction Management	Ten (10) years of experience in design and construction management projects with similar scope of services. Demonstrate satisfactory experience to manage and control the delivery of both design and construction. Demonstrate direct experience in oversight of a design build project or similar integrated or alternate delivery methods.
3	Design Project Manager	Responsible for the development and implementation of the integrated design work plan to ensure alignment of design deliverables with construction needs. Shall serve as the Design lead ensuring a comprehensive, timely and well-coordinated design work.	Baccalaureate degree, program management, design or procurement, valid NYS P.E. License, Experience in public sector project delivery, management and procurement. NYC experience with Maintenance and protection of traffic (MPT)	5+ years experience in design-build
4	Design Project Manager Civil	Reviews all Civil Engineering aspects of the project including but not limited to drawings and specifications ensuring adherence to the latest standards/ codes and engineering practices.	Qualified for ASCE Grade IV, 7+ years as an engineer on infrastructure Projects (highway/sewer/water), Valid NYS P.E. License, NYC experience with MPT	
5	Conceptual Scheduler	Ensures the project is progressing as planned and in accordance with the original project schedule. Keeps track of the resources, activities, cash flow, delays, critical path and implementation of recovery schedule when necessary.	5+ years scheduling in a P6 platform	Design Build project scheduling experience
6	Conceptual Estimator	Responsible for preparing detailed estimate of quantities and costs per the construction	5+ years estimating in a P6 platform,	Design Build project scheduling experience

		drawings. Be able to estimate the production rate for each construction activity; provide separate estimates for both labor and material.	Infrastructure, Certified CCEA <a href="#">or CCP or CEP</a>	
7	Construction Project Manager	Responsible for the development and implementation of the integrated construction work plan to ensure alignment with the design intent. This individual will keep track of construction progress, ensuring that the work is proceeding in a satisfactory and timely manner.	7+ years managing Civil infrastructure projects, NYC experience with MPT	5+ years experience in Design Build projects
8	Superintendent	Responsible of the overall construction activities and planning of the day-to-day operations/ activities throughout the entire construction duration; coordinates the work sequence/ schedule amongst all involved disciplines/ phases of the project, keeps track of the overall project schedule and the required resources for timely delivery of the project.	7+ years managing Civil infrastructure projects	5+ years experience in Design Build projects
9	Design Senior Civil Engineer	Oversees the engineering design aspects of the project provided by the design staff and making sure that the proposed designs meet the latest applicable standards/ codes and specifications; ensures the design work is complete and that there are no constructability issues.	Baccalaureate Degree; valid NYS P.E. License; experience in public sector project delivery; qualified for ASCE grade <a href="#">V</a>	
10	Quality -Manager	Responsible for quality assurance and quality control, makes sure that the project is constructed in accordance with the latest established specifications and standards	5 + years construction inspection QA/QC	
11	<a href="#">Site Safety Manager</a>	Ensures project site safety by enforcing OSHA and other applicable regulations to the fullest extent in order to protect all construction workers, safeguard the general public and ensure safe operation of equipment and all day-to-day construction activities.	5+ years Safety experience on construction projects, OSHA 40-hour, <a href="#">Certified Safety Professional Site Safety Manager</a>	

J. Project Experience and Past Performance (Tab 4)

The purpose of Tab 4 is to demonstrate that the DB Team, including Major Participants, Key Personnel and other personnel, has the project experience and record of performance

required to provide design-build services for the Project. Tab 4 may refer to “Required Experience” and/or “Desirable Experience” as stipulated in Exhibit B-2.

Required Experience is mandatory and lack thereof may serve as a basis for deeming a Proposer as non-responsive. Desirable Experience is not mandatory, and Proposers are not required to satisfy all criteria for Desirable Experience.

To demonstrate Required Experience and Desirable Experience, Proposers must describe reference projects completed within the last ten (10) years or currently under construction. The reference projects should collectively represent the work of the DB team members, including the work of the Designer and the work of the Builder, and are not required to represent prior experience working together. Required and Desirable Experience may be met by any of the reference projects and may reflect the work of any of the DB team members.

DDC will Short-list only the most highly qualified Proposers, and Proposers can maximize their qualitative score by assembling a DB Team with the full breadth of both Required Experience and Desirable Experience.

**i. Project Experience Overview**

Provide a brief summary of the Proposer’s design and construction experience, particularly with the regard to the Required Experience and Desirable Experience listed in Exhibit B-2. This must include each of the following:

- (1) A clear, definitive statement of the number of years the Proposer and key team members have been in the business of providing (a) design services and (b) construction services.
- (2) A general description of the DB Team’s collective experience in DB and DB-based project delivery methods, and other alternative project delivery methods, including similar projects. If key members of the DB Team do not have experience in DB and DB-based project delivery methods, the Proposer shall indicate familiarity with the objectives of this alternative delivery approach and demonstrate understanding of the delivery method. The Proposer shall demonstrate an understanding of the interrelationship between design and construction of similar projects under the DB project delivery approach.
- (3) Information on any design and construction innovative approaches incorporated in these projects.
- (4) Approach to QA/QC.
- (5) Approach to schedule management.

**ii. Required and Desirable Experience (Reference Projects)**

- (1) Number of Reference Projects:

The Proposer must include a minimum of three (3) Reference Projects with a maximum of five (5) Reference Projects.

- (2) Required Experience:

The Required Experience to be provided in the Proposer’s SOQ includes recent relevant experience with:

- (a) The Proposer must demonstrate recent, relevant experience with innovative design and construction solutions for issues similar to those for the Project

- (b) The Proposer must indicate experience with schedule oversight, budget management, safety, and QAQC on demonstration projects.
- (c) Demonstration of Pedestrian Ramp experience based on latest Americans with Disabilities Act (ADA) standards / Requirements
- (d) Demonstrated experience with Infrastructure construction in highly densely populated Municipalities

(3) Desirable Experience:

Additional desirable experience, which may include experience of members of a DB Team that will have a significant role in the performance of the Work, includes recent relevant experience with:

- (a) Experience with Private Utility Coordination
- (b) Experience in Community Engagement
- (c) Accessible Pedestrian Signals (APS)
- (d) Experience with establishing Railroad Force Accounts
- (e) Experience with Protection of “existing” Green Infrastructure Assets
- (f) Pedestrian Ramp installation near or on Bridge structures
- (g) Familiarity with Manual of Uniform Traffic Control Device (MUTCD)/Maintenance and Protection of Traffic (MPT) Requirements

**iii. Reference Project Information Form**

Provide a completed Reference Project Information Form, included with Exhibit E, by filling out all required information for the reference projects. DDC reserves the right to contact project owners, or their representatives, for the reference projects listed on this form to verify information provided by the proposer.

**iv. Intentionally Omitted Reference Project Relevancy Form**

~~Provide a completed Reference Project Relevancy Form, included with Exhibit E, which should demonstrate the extent to which the reference projects included in the submission satisfy the “Required Experience” and/or “Desirable Experience” criteria. Though not required, the Proposer may add additional lines to the form to highlight other relevant characteristics of the reference projects.~~

**v. Reference Project Description and Images**

For each reference project, provide project data, description, and images as described below.

(1) Project Data

- (a) Project name
- (b) Project location
- (c) Project type
- (d) Project value (initial and final construction cost)
- (e) Project size
- (f) Substantial completion date
- (g) Project delivery method (e.g. design bid build, design build)

Project Experience and Past Performance (Tab 4)

Project Experience Overview	1 page
Reference Project Information Form (Exhibit E)	1 page
Reference Project Description and Images	2 pages / project
<a href="#">Owner Evaluations (Optional)</a>	<a href="#">No limit</a>
M/WBE Program Experience and M/WBE Approach (Tab 5)	No limit
M/WBE Program Experience and M/WBE Approach (Exhibit E)	

B. Document 2: Doing Business Data Form

<b>Contents</b>	<b>Page Limit</b>
<input type="checkbox"/> Doing Business Data Form (Exhibit E)	2 pages