

March 1, 2021

ADDENDUM NO. 1

PROJECT: Design-Build Services - New Community Educational Facility and Greenhouse in the Borough of Brooklyn
PIN: 8502021HR0002P

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. Amendment to the RFQ, provided in the attached documents, have been made affecting the following RFQ and pages:
 - **After Page 97 and before Exhibit F, Exhibit E-13 (M/WBE Program Experience Form)**

Contact: Jennifer Vega

Email: Design_Build@ddc.nyc.gov

Phone: **Please Email for Information**

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 _____

EXHIBIT E-13

M/WBE PROGRAM EXPERIENCE FORM

M/WBE PROGRAM EXPERIENCE FORM

Describe Proposer’s experience in making good faith efforts to meet M/WBE contract participation goals for past projects by completing the Tables 1-4 below. The Proposer’s past M/WBE experience will be evaluated based on a demonstrated record of past compliance with M/WBE regulations. If any of the past projects listed below required DBE goals rather than M/WBE goals, the utilization and record of compliance demonstrating DBE program experience should be used for those projects.

This information should include:

- Demonstrated good faith efforts in having met M/WBE participation goals on past contracts, preferably of similar scope.
- Demonstrated success in conducting outreach efforts/events including collaborating with local resources to allow for increased participation of M/WBEs.
- Documented system of tracking and reporting good faith efforts to solicit M/WBEs proactively and ensure opportunities are communicated effectively.
- Demonstrated experience utilizing a broad spectrum of M/WBEs for work items and as material suppliers in operations that traditionally have been self-performed by contractors.

This Exhibit must be completed for each Principal Participant, Builder and Designer.

NAME OF PROPOSER			
NAME OF FIRM			
ROLE OF FIRM	Principal Participant:		Designer:
	Other (describe):		Builder:

Table 1 RECORD OF MEETING M/WBE CONTRACT GOALS
<p>Provide the information requested below for at least <u>five</u> (5) projects completed within the last 5 years where the firm was the prime contractor or prime consultant, and for which M/WBE participation goals were set. Do not provide more than seven (7) projects. The projects listed on this form may be the same projects as provided in response to Tab 4 of this RFQ. For every contract where the M/WBE participation goal was not achieved, attach a one-page explanation and describe the good faith efforts that were undertaken. Furthermore, for every project listed below provide the final or current Utilization Report.</p>

Table 1 RECORD OF MEETING M/WBE CONTRACT GOALS					
Contract Name & Contract Number	Description of work	M/WBE contract goal (%)	M/WBE commit. at Award (%)	Current or Final Attainment (%) <small>(As of the date of SOQ submittal)</small>	Customer Contact Information (Name/ Telephone / Email)

Table 2 RECORD OF M/WBE OUTREACH
Briefly provide examples of outreach efforts or events that your firm organized/developed which were used to expand the pool of available and interested M/WBEs to work on projects listed in Table 1.

Table 3 RECORD OF M/WBE SOLICITATION
Briefly provide examples of effective techniques used by your firm to creatively and proactively solicit M/WBEs for the projects listed in Table 1. Include types and frequency of solicitations as well as your follow-up procedures and response expectations.

Table 3 RECORD OF M/WBE SOLICITATION

Table 4 RECORD OF M/WBE PRACTICES
1) Indicate whether the firm has a Chief Diversity Officer or other individual who is tasked with diversity initiatives. If yes, provide the name(s), title(s), description of duties, and include any documentation of initiatives performed by this individual or individuals.
2) Describe your firm's approach on which work items were identified to be performed by M/WBEs for projects listed in Table 1. Provide examples of non-traditional approaches used to find work items for M/WBEs on projects listed in Table 1.
3) Describe your firm's experience in promoting opportunities for M/WBEs through good faith efforts on projects listed in Table 1.

Table 4 RECORD OF M/WBE PRACTICES
4) If applicable, explain your firm's past experience of subcontracting a portion of the "primary work operations" to M/WBEs that your firm would normally perform with your own workforce, in connection with the projects listed in Table 1.