

HAM17GHSE - Q&A

Question	Responses	
1	For Shortlist announcements, can NYCDDC also include the names and contacts for lead design firms in each shortlisted teams?	Yes
2	Will this presentation be sent to all attendees?	The presentation is posted on the website
3	Will the design builder be required to name its construction QA and QC entities for the RFQ submission?	It is up to the Proposer to decide whether a QA/QC entity should be included on its DB Team when submitting the SOQ.
4	Which entity will be responsible for providing Special Inspection services? Will that be under the design build contract? If not, will there be a separate solicitation or will it be provided by DDC using one of the existing Requirements Contracts?	Special Inspections service will be provided through a separate contract procured by DDC.
5	Does the Key Personnel restriction of not being allowed on two separate teams also extend to two separate Design-Build project procurements?	No, however the key personnel will have to demonstrate that they can provide the necessary time commitment to the project.
6	Considering Tab 2 is NTE 7 pages, how do you plan to evaluate/score different requested specific sections in this tab such as "Approach to ensuring design quality & innovation during post-award design & construction phases"?	The intent of Tab 2 is to succinctly demonstrate the DB Approach. The evaluation will consider all material included in this section. The page limits are intended to guide succinct, clear responses.
7	Are firms shortlisted from previous SOQs eligible to be shortlisted on this project?	Yes, these procurements are separate and will be evaluated independently.
8	Is there a Section 3 Requirement?	No
9	If the CM is an M/WBE, would that satisfy 100% of the Construction cost goal of 30%?	The DB team has the ability to meet the respective 30% goal as they see fit. However, we strongly encourage all proposers to include M/WBE firms in all aspects of the project, (i.e. CMs, A&E firms, etc.)
10	Are firms or organizations allowed to join more than one team if the Key Personnel listed on each team are different?	Major Participants may not be on more than one team. In accordance with the RFQ, Subcontractors that are not Major Participants may be on one or more DB Teams. Firms or organizations that are not Major Participants may have employees which are included on more than one team. See RFQ Section 3.1(b).

11	How will DDC confirm that the PASSPort filings have been reviewed prior to submission?	Upon receipt of SOQ's, DDC will confirm the "Filed" status of the proposers PASSPort documents. Vendors not who have not been "Filed" may be deemed non-responsive.
12	What should be displayed under "PASSPort Vendor Status"?	Filed
13	Can you identify who the Owner's Rep firm will be?	Ove Arup and Partners
14	The RFP talks about enhanced energy goals. Can you expand on that? Will there be a net zero goal or requirement?	DDC does not anticipate net zero requirements for this project; however, the Design-Builder must meet all applicable regulatory requirements, including all City green building laws. DDC approaches all projects it administers with the goals of reducing energy use, conserving water and other natural resources, and creating a healthy and resilient city. More information about the project requirements will be included in the RFP.
15	So other consultants (structural, lighting) can be on multiple teams?	Subcontractors that are not Major Participants may be on one or more DB Teams. See RFQ Section 3.1(b).
16	Can you clarify and define what you mean by "Design-led" teams?	The DB team must include Major Participants, but there is no requirement with respect to leadership of the DB Team and that is up to the DB Team.
17	The RFP has a preference for the Design Manager to be an Architect. Can this individual be an Engineer if well qualified for the role?	Yes, provided that the individual meets the minimum requirements as set out in the RFQ
18	Does the D-B Project Executive need to be a licensed engineer or architect in New York?	Design Build Project Executive must have the following minimum qualifications: Registered Architect, Licensed Engineer (e.g. P.E.) or CCM. It is not a requirement to be Licensed in New York.
19	What is the relationship of the user group to DDC or NYCHA? Will they be a long term tenant?	The end user, The Campaign Against Hunger (TCAH), will be a long term tenant of the owner, New York City Housing Authority (NYCHA). NYCHA will hold the lease with TCAH.
20	What are the insurance requirements? It was not included as part of Tab 1.	Insurance requirements for the Project will be set out in the RFP.
21	Can you clarify which disciplines are within the Key Personnel distinction (in order to clarify participation on multiple teams)	The Key Personnel requirements are listed in Exhibit B-2 of the RFQ.

22	In Tabs 3 and 4, it seems that a DB Team is given more credit if it has successfully performed DB together, or have had DB project experience? Will a comparable credit be given to a Teams that have successfully worked together on standard DBB projects?	Successfully working together on standard DBB projects will hold as much weight as prior experience working together in DB.
23	Can you clarify again please which categories are "major participants"	Refer to the Exhibit A of the RFQ for the definition of "Major Participant".
24	What is going to be the relationship between the owner and the user? Will the user be a tenant with NYCHA/DDC etc. as the owner?	The End User, The Campaign Against Hunger (TCAH), will be a long term tenant of the owner, New York City Housing Authority (NYCHA). NYCHA will hold the lease with TCAH.
25	Is there a minimum/maximum number of reference projects we should include?	Per Exhibit B-2, The Proposer must include at least four (4) but not more than six (6) Reference projects.
26	Does the Comments on Project Information, Goals, and Objectives section count toward the seven-page limit for Tab 2?	Yes
27	Will you clarify whether the Doing Business Data Form must be included in Section D-IV AND separately, or just separately as Document 2? It is unclear in the wording in Section D-IV, but does not appear under Tab 1 on the SOQ checklist.	The Doing Business Data Form must be submitted as a separate PDF only.
28	You mentioned in the presentation that a third organization will be handling the educational component of the new facility's programming. Will you please reshare the name?	As stated in Exhibit C, The Campaign Against Hunger (TCAH) is the end user and will be in charge of educational programming.
29	We are planning to work with a women-led nonprofit as our Community Engagement Specialist (additional personnel). Can we use this organization to fulfill a portion of the M/WBE requirement?	Non-profit firms are not eligible for M/WBE certification and would not count towards M/WBE performance. Proposers can utilize NYC and NYS certified M/WBE firms. City-certified firms can be found at www.nyc.gov/buycertified . State-certified firms can be found at https://ny.newnycontracts.com/
30	The Pre-Submission Conference gave an email address for submitting SOQs but Exhibit B indicates that SOQs should be uploaded to Box.com (link not provided). How should SOQs be submitted? If by email, can DDC accept a download link from WeTransfer or Dropbox as long as the file is under 25MB?	SOQ submissions must be submitted to the box.com link. The link is posted in the RFQ and in the presentation from the Pre-Submission Conference under Request for Qualifications: SOQ Submission (page 67).

31	Please clarify the minimum qualification requirement for the Design-Build Project Executive if qualifying as a CCM. Is the CCM certification accepted by DDC the one issued by the CMAA—Construction Management Association of America? If so, it is not clear that this is a State-specific form of certification. Will DDC accept certified CCMs located outside of New York? Will the DDC consider alternative forms of certification?	Yes, CCM is a certification that is overseen by CMAA, and is not a State-specific form of certification. DDC will consider alternative forms of certification.
32	If proposed Key Personnel requiring New York licensure (#1, 3, 4, 5, 7) are licensed/certified in another state but apply for a reciprocal license/certificate in New York, will DDC accept pending applications as meeting the qualification requirement?	Yes.
33	If a Key Person (#1-9) can only be on one DB team, does this requirement extend to that person's firm as well so that that firms represented among the Key Personnel group may only participate in one DB team?	Key Personnel may not participate in more than one DB Team. Key Personnel that are not employed by Major Participants may be employees of a firm that has employees represented on more than one DB Team. For example, a Landscape Architect employed by Company ABC may be on DB Team 123, and another Landscape Architect employed by Company ABC may be on DB Team 456. Refer to the RFQ Section 3.1 requirements regarding conflicts of interest.
34	If a Key Person (#1-9) is committed to one DB team, does this preclude another person from the same firm from participating in another DB team as either Key Personnel (#1-9) or Additional Personnel (#10-13)? In other words, can firms participate in multiple teams as long as the personnel proposed are exclusive to one DB team?	See response above.
35	Are projects currently under construction accepted as Reference Projects?	Yes, projects currently under construction will be accepted. Please refer to RFQ Section 5.4 (Project Experience and Past Performance)
36	To qualify as an M/WBE firm, please confirm that either certification with NYC Department of Small Business Services or the New York State Contract System is sufficient. Should proposals include a copy of the certificate?	Proposers can utilize NYC and NYS certified M/WBE firms. City-certified firms can be found at www.nyc.gov/buycertified . State-certified firms can be found at https://ny.newnycontracts.com/ . Certificates can be provide as supporting documentation

37	Do all DB team members/"Major Participants" need to complete the Doing Business Data Form? (If yes, this will exceed the given page limit)	Only the Proposer needs to complete the Doing Business Data Form unless submitted as a legally formed JV
38	Do all DB team members/"Major Participants" need to complete the Iran Divestment Act Form? (If yes, this will exceed the given page limit)	Only the Proposer needs to complete the Iran Divestment Act Form unless submitted as a legally formed JV
39	Do all DB team members/"Major Participants" need to complete the Financial Questionnaire? (If yes, this will exceed the given page limit)	Only the Proposer needs to complete the Financial Questionnaire unless submitted as a legally formed JV
40	Can the design consultants be on multiple teams?	Major Participants cannot be on more than one team.
41	Can the greenhouse consultant be on multiple teams?	Yes. Refer to addendum Exhibit C for a clarification on exclusivity
42	<p>Section 3, of the RFQ general instructions states:</p> <p>" 3.8 Exclusivity - Where a limited number of qualified firms exist in any key trade or category of providers, Subcontractors or suppliers, DDC may impose restrictions on exclusive arrangements with firms within such trade or category. Such restrictions, if any, are set forth in Exhibit C (Project Information and Requirements)."</p> <p>Exhibit C does not list any restrictions. Please confirm there are no exclusivity requirements for teams or individuals in this RFQ.</p>	Refer to revised Exhibit C included in the addendum.
43	In addition to any possible net-zero goals, can you provide any other energy conservation goals that will be specified?	Energy conservation goals will be set out in the RFP provided to Shortlisted Proposers.
44	Are there any requirements for this project to achieve net-zero energy usage in addition to LEED gold requirements?	Please refer to question #17 [the question regarding net zero]. Additional LEED requirements will be set forth in the RFP.
45	Building in a flood plain requires Appendix G compliance which will mean the greenhouse needs to be elevated--this triggers a host of ADA and other compliance issues. Are you envisioning the greenhouse would be elevated?	Detailed information about the project requirements will be included in the RFP. It is desirable that the DB Team have experience with resilient design. A resiliency specialist is a key personnel required for the Project.

46	What is the leasing arrangement for NYCHA and grantee and will there be access to existing utilities?	See response to question # 31 (about the end user). This is a new facility and will require new utility connections. Detailed project requirements will be included in the RFP.
47	Can you give more details on the source of funding for this project?	The project will be funded with City funds.
48	What is the operations and maintenance fund/resource plan?	See response to question # 31 regarding the end user. If the question relates to Exhibit B-3 (RFP Lookahead), detailed information about that the Proposal deliverables will be provided in the RFP.
49	If the Sustainability Specialist has directly overseen certification of projects, directly employs LEED APs within the firm but has not directly managed a certification, instead partnering or subcontracting certification directly, would this be considered noncompliant to the qualifications? This portion of the qualifications seems to rule out anyone with more holistic and more advanced ability to "design" sustainability into a true exemplary project, and we would request that this be clarified or considered.	The minimum qualifications as listed in Exhibit B-2 are required.