

**Michael W. Bloomberg**  
Mayor

The City of New York  
Department of Transportation  
Division of Bridges

**Janette Sadik-Khan**  
Commissioner

## **REQUEST FOR PROPOSALS**

**FOR**

**DESIGN, CONSTRUCTION AND CONSTRUCTION SUPPORT SERVICES**

**FOR THE REHABILITATION OF THE ST. GEORGE  
STATEN ISLAND FERRY TERMINAL RAMPS  
BIN'S 2270180, 2269770, 2269780, 2269730, 2269740, 2269750, 2269790, 2270170,  
2269760**

**BOROUGH OF STATEN ISLAND**

**CONTRACT NO.: HBR1217**

**PIN: 84108SIBR330**

**RELEASE DATE OF THE RFP: May 7, 2008**

### **ANTICIPATED CONTRACT TERM:**

- 1. Anticipated Time Required for Completion of Design-Build Services:** To be identified by the proposer, not to exceed 1,460 consecutive calendar days (CCDs) from the date of written Notice to Proceed to the date of contract close-out
- 2. Anticipated Period of Construction Term:** To be identified by the proposer, not to exceed 1,095 consecutive calendar days (CCDs) from the date of site mobilization to the date of contract close-out

### **AUTHORIZED AGENCY CONTACT PERSON**

Proposers are advised that the Authorized Agency Contact Person for all matters concerning this Request for Proposals is:

**Junaid Syed, P.E.**  
Deputy Agency Chief Contracting Officer (DACCO)  
40 Worth Street, 12<sup>th</sup> Floor  
New York, NY 10013  
Telephone: (212) 442-1938  
Fax: (212) 442-7449



**New York City  
Department of Transportation**

**Janette Sadik-Khan, Commissioner**

**Agency Chief Contracting office**  
40 Worth Street  
New York, New York 10013  
Tel: 212/442-1938  
Fax: 212/442-7449

Web: [www.nyc.gov/dot](http://www.nyc.gov/dot)

May 7, 2008

Re: Request for Proposals in Connection with  
Design, Construction and Construction Support Services for the  
Rehabilitation of the St. George Staten Island Ferry Terminal Ramps  
Borough of Staten Island  
Contract No. HBR1217, PIN 84108SIBR330

To Whom It May Concern:

I am pleased to invite your organization to submit a proposal for Design Build Services to assist the Division of Bridges with its Capital Infrastructure Improvement Program. Specifically, the proposal will be for design, construction and construction support services in connection with the above noted contract.

Please be advised that a Pre-Proposal Conference has been scheduled for May 16, 2008 at 10:30 AM, 40 Worth Street, 8<sup>th</sup> Floor Bid Room, New York, NY 10013. Due to limited space, please RSVP the number of representatives who will be attending.

This procurement is partially funded by the United States Department of Transportation, through the Federal Transit Administration. As such, the successful proposer shall follow the "Federal Transit Administration's Third Party Requirements" during the course of the work.

Enclosed for your use in developing your proposal is a set of forms with instructions for the above-referenced project. Be further advised that the selected proposer should not subcontract more than 49% of the contract work. You should follow the submittal instructions carefully.

You should hand deliver your proposal, as indicated in Section IV of the RFP, to the **NYC Department of Transportation, Contract Section, 8th Floor - Room 824A, 40 Worth Street, New York, New York 10013 on or before May 28, 2008 between the hours of 9:00am and 2:00pm only on business days.**

In order that we can expeditiously disseminate additional information regarding this RFP, please complete the attached "**ACKNOWLEDGEMENT OF RECEIPT OF REQUEST FOR PROPOSALS**" form and return to Junaid Syed, P.E. within 48 Hours of receipt of this RFP by Fax: (212) 442-7449.

If you have any questions concerning this invitation please call (212) 442-1938.

Very truly yours,

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Junaid Syed, P.E.  
Deputy Agency Chief Contracting Officer

Enclosures

**ACKNOWLEDGEMENT OF RECEIPT OF REQUEST FOR PROPOSALS**

**WE STRONGLY RECOMMEND THAT YOU FAX THIS SHEET TO US TO ENSURE THAT YOU RECEIVE ALL FUTURE ADDENDA**

**ATTN.: Junaid Syed, P.E. - FAX: (212) 442-7449**

**WE WILL PARTICIPATE IN THE RFP - SEND ANY TECHNICAL ADDENDA TO THE CONTACT PERSON LISTED BELOW:**

Company:			
Address:			
City	State	ZIP	
Contact Person:	Phone #:	Fax #	Email:
<b>RFP Contract Number: Contract No. HBR1217, PIN 84108SIBR330</b>			
<b>RFP Contract Title: Design, Construction and Construction Support Services in connection with the Rehabilitation of the St. George Staten Island Ferry Terminal Ramps, Borough of Staten Island</b>			

**OR**

**WE DO NOT PLAN TO SUBMIT A PROPOSAL, BECAUSE (Please check as many as apply).**

Please check **all** the reasons that apply and return this form to **Junaid Syed, P.E.**  
Fax: (212) 442-7449; E-mail: [jsyed@dot.nyc.gov](mailto:jsyed@dot.nyc.gov).

- 1) Size of this contract is not within the interest of company.
- 2) Company had an insufficient amount of time to prepare proposal. (Please give the date that the Company acquired RFP and any other pertinent information.)
- 3) Contract work not within the specialty of the Company. (Please cite Company's area of specialty.)
- 4) Other. (Please explain in comment section below.)
- 5) Please remove me from your solicitation list.

Comments: (Please use additional sheets if necessary)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

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**SECTION I - TIMETABLE**

**A. Release Date of the Request for Proposals: **May 7, 2008****

All questions and requests for additional information concerning this Request for Proposals should be directed to **Junaid Syed, P.E.**, Deputy Agency Chief Contracting Officer, the Authorized Agency Contact Person at:

Telephone: (212) 442-1938  
Fax: (212) 442-7449  
Email: [jsyed@dot.nyc.gov](mailto:jsyed@dot.nyc.gov)

Proposers should submit in writing to Junaid Syed, P.E. all questions arising out of the pre-proposal conference no later than **TBD**. The Agency may be unable to respond to questions received after that date.

**B. Pre-Proposal Conference:**

**Date:** **May 16, 2008**  
**Time:** **10:30 AM**  
**Location:** **40 Worth Street, 8<sup>th</sup> Floor, Room 814, New York New York 10013**

Attendance by proposers is optional but recommended by the Agency. All questions and requests for additional information concerning the pre-proposal conference should be directed to the Authorized Agency Contact Person

**C. Proposal Due Date and Time and Location:**

- Technical Proposal (Open to all proposers)  
**Date:** **May 28, 2008**  
**Time:** **2:00 PM**  
**Location:** **NYCDOT Contract Section, 40 Worth Street, 8<sup>th</sup> Floor, Room 824 A, New York, NY**

**Proposals should be hand delivered to NYCDOT Contract Section located at 40 Worth Street, 8<sup>th</sup> Floor, Room 824A, New York, New York 10013, between the hours of 9am-2pm only.**

E-mailed or faxed proposals will not be accepted by the Agency.

**Proposals received at this Location after the Proposal Due Date and Time are late and shall not be accepted by the Agency, except as provided under New York City's Procurement Policy Board Rules.**

The Agency will consider requests made to the Authorized Agency Contact Person to extend the Proposal Due Date and Time prescribed above. However, unless the agency issues a written addendum to this RFP that extends the Proposal Due Date and Time for all proposers, the Proposal Due Date and Time prescribed above shall remain in effect.

## **SECTION II – SUMMARY OF THE REQUEST FOR PROPOSALS**

### **A. Purpose of the RFP**

The Department is seeking an appropriately qualified firm to perform Design, Construction and Construction Support Services for the complete reconstruction of the St. George Staten Island Ferry Terminal Ramps, borough of Staten Island. The proposing entity (the “Company”) may be a diversified construction company, a joint venture, or a design firm or construction company utilizing one or more appropriate sub-contractors.

NYCDOT will select a Design/Build Company (the “Company”) through a RFP process. The selected Company may form a joint venture with other(s) and/or may use subcontractors’ services to perform specialized tasks as required to complete the project. NYCDOT, Division of Bridges, will have an agreement with the selected Company as a single entity that will have the responsibility for providing/performing all of the tasks necessary to complete the project.

Part of this entity will be a Design Consultant firm (the “Consultant”) and will be responsible for Design and Construction Support Services as described in the Agreement (See Book 1 of 2 of the Request for Proposal, Agreement, Section 1.03). The Consultant shall perform and coordinate all design work and shall seek all appropriate approvals from New York City affected agencies/entities as needed for the completion of the design work.

Conversely, part of the entity will be a Construction firm (the “Contractor”) and will perform the construction, based on the Consultant’s approved design, and provide shop drawings as described in the Agreement (See Book 1 of 2 of the Request for Proposal, Agreement, Section 1.03).

The Company shall coordinate and schedule design and construction activities so that the specified product is delivered in a timely manner.

The work to be performed under this contract calls for the complete rehabilitation or reconstruction of nine bridge structures and the resurfacing of the North Municipal Parking Lot at the St. George Staten Island Ferry Terminal. The work shall include, but not be limited to, rehabilitation of existing expansion joints, concrete deck repairs, selected structural steel repairs, painting, replacement of the existing superstructures and substructures (where necessary), replacement of the drainage system, installation of a pigeon deterrent system.

The Company that will be awarded this Contract shall not be eligible for award as a Prime Consultant or Sub-Consultant for Resident Engineering Inspection Services for the Rehabilitation of the St. George Staten Island Ferry Terminal Ramps, Borough of Staten Island.

### **B. Anticipated Contract Term**

1. Anticipated Time Required for Completion of Design/Build Services: To be identified by the proposer, not to exceed 1,460 CCD
2. Anticipated Period of Construction Term: To be identified by the proposer, not to exceed 1,095 CCD

### **C. Anticipated Payment Structure**

It is anticipated that the payment structure of the contract awarded from this RFP will be a combination of a lump sum payment, performance outcome measures and related financial liquidated damages. However, the Department will consider proposals to structure payments in a different manner and reserves the right to select any payment structure that is in the City’s best interest.

### **SECTION III: SCOPE OF SERVICES**

#### **A. Agency Goals and Objectives**

The Department's goals and objectives are to expeditiously arrest the deterioration of the structures and rehabilitate and replace where necessary the subject structures in order to extend their useful life to 50 years (30 years for deck).

#### **B. Agency Assumptions Regarding Company Approach**

The Department's assumptions regarding which approach will best achieve the goals and objectives set out above are described in the contract pages (the "Agreement"), included in Book 1 of 2 of The Request For Proposal, Section 1.03, as well as in all Exhibits in Book 2 of 2 of the Request for Proposal.

In addition, the Department will also consider the following qualifications:

##### **Proposers whose firm(s) include the following certifications:**

- National Institute Certification for Engineering Technology (NICET) certified superintendents.
- Professional engineers licensed by the State of New York.

##### **Proposers that demonstrate the following relevant construction experience and qualifications:**

- Prior relevant successful construction experience as the prime contractor for at least two bridges within the last 10 years, each of which was substantially completed prior to 2007 and had a construction cost of at least \$50 million. A bridge project with a value of \$50 million or more may consist of a single bridge structure or several bridge structures, including their appurtenances and including roadwork. This may also include all private utility work that was necessary to complete such bridge project even if the private utility work was executed under a separate contract with the utility firm as mandated by Schedule U. This requirement is not a pass or fail criterion but an indication of the contractor's experience and ability to execute projects of similar magnitude and complexity.
- Prior experience working over railroads.
- Employ at least three full-time superintendents that have supervised bridge reconstruction projects of \$50 million or greater, at least two of whom will be assigned full-time to this project.
- Availability of a regional office.

##### **Proposers that demonstrate the following relevant consulting experience and qualifications:**

- Prior relevant successful experience as the prime consultant for at least three bridge design projects, each of which had a construction cost of at least \$50 million, was completed within the last five years, and was managed by the regional office.
- Employ at least 30 full-time technical employees at regional offices.
- Employ at least 10 full-time bridge design engineers at regional offices.
- The attrition rate of the technical employees of the firm has not exceeded 20% annually over the last three years.
- At least 15% of the technical employees of the firm are licensed professional engineers.
- The average total relevant experience of the firm's licensed professional engineers is 8 years or more.
- The firm has adopted and published a QA/QC procedures manual.
- The firm has at least two CADD stations and at least two trained CADD operators on staff to provide CADD drawings.

##### **Proposers that demonstrate the following relevant design/build experience and Qualifications:**

- The firm includes at least 3 engineers, at least 2 of whom have relevant experience with projects located over railroads.

#### **C. Agency Assumptions Regarding Performance Outcome Measures and Liquidated Damages**

The Department's assumptions regarding which performance outcome measures and related liquidated damages that will best assure that the selected proposer will perform the work under the contract awarded from this RFP in a manner that is cost-effective for the Department and most likely to achieve the Department's goals and objectives set forth above are described below.

The contract calls for the following **Incentive/Disincentive and Liquidated Damages**

▪ **Incentive/Disincentive**

The Department will provide an incentive amount of \$16,000 per day for each day of completion of the entire construction work earlier than the company's proposed construction end date as was identified in their proposal and contract documents. The incentive will be limited to 200 days for a maximum of \$3,200,000.

The intent of the incentive is to reduce the construction duration and its associated costs to Ferry operations, parking lot revenue reduction, MTA-buses and SIRTOA revenue reduction, REI costs, DOT supervision costs as well as the overall inconvenience to the public. Conversely, the Department will also assess a disincentive amount of \$16,000 per day for each consecutive calendar day the contractor fails to substantially complete the job within the duration they specified in their proposal and contract. There is no upper limit to the disincentive amount.

▪ **Liquidated Damages**

The contract will call for liquidated damages of \$3,000 per day for each day that the contractor fails to mobilize at the site past the pre-construction duration, as such duration was identified by the contractor in its proposal and contract. The pre-construction duration is defined as the time frame from the date of Notice to Proceed to the date of site mobilization for the purpose of executing the scope of work. The intent of the liquidated damages is to ensure timely mobilization at the site so that the condition of the ramps is expeditiously addressed.

**D. Opportunity for Disadvantaged Business Enterprise**

The NYC Department of Transportation's Disadvantaged Business Enterprise (DBE) utilization goal for this procurement is 9%. The successful proposers must show good faith efforts that it attempted to meet the DBE goal.

Proposers shall refer to the Federal Transit Administration's third party requirements attached to the Agreement for DBE resources.

**E. Federal Transit Administration Requirements**

This procurement is partially funded by the United States Department of Transportation, through the Federal Transit Administration. As such, the successful proposer shall follow the "Federal Transit Administration's Third Party Requirements" attached to the Agreement as Section 1.09 during the course of the work. All proposers must submit Appendix A, "Buy America Certification", Appendix B, "Disclosure of Lobbying Activity", Appendix C, "Certification of Contractor regarding Debarment, Suspension and other Responsibility matters" and the Disadvantage Business Enterprise office notification form with its Technical Proposal, which are all included in Section 1.09.

**F. PERFORMANCE AND PAYMENT BOND REQUIREMENTS**

The successful proposer shall be required to secure performance and payment bonds in an amount equal to 100% of the value of the work in connection with the resultant contract. The performance and payment bonds shall be secured from a Surety Company authorized to do business in the State of New York. The procurement of the performance and payment bonds is a condition precedent to the execution of the resultant contract.

*\*Insurance must be maintained during performance and up to final acceptance of the contract work. The types and amounts of insurance required by the City are fully described in the Agreement (Section 1.03, Book 1 of 2 of the RFP) and Schedule A (See Book 1 of 2, Section 1.05.3).*

**G. Compliance with Local Law 34 of 2007**

Pursuant to Local Law 34 of 2007, amending the City's Campaign Finance Law, the City is required to establish a computerized database containing the names of any "person" that has "business dealings with the City" as such terms are defined in the Local Law. In order for the City to obtain necessary information to establish the required database, **vendors responding to this solicitation should complete the Doing Business Data Form (see Attachment G) and return it in a separate sealed envelope along with the technical proposal.** The submission of a Doing Business Data Form that is not accurate and complete may result in appropriate sanctions.

**H. Vendex Requirements**

DOT requests that each proposer (including their subconsultants) submit proof of filing of the appropriate VENDEX Questionnaires. In addition, each short listed proposer should submit a Confirmation of VENDEX Compliance with its price proposal. (Section VII, Attachment G). A form for this confirmation is set forth in the RFP. It is strongly recommended that the proposers comply with this request.

**SECTION IV: FORMAT AND CONTENT OF THE PROPOSAL**

**Instructions:** Proposers should provide all information required in the format below. The proposal should be typed on both sides of 8 ½" X 11" paper. The City of New York requests that all proposals be submitted on paper with no less than 30% post-consumer material content, i.e., the minimum recovered fiber content level for reprographic papers recommended by the United States Environmental Protection Agency (for any changes to that standard please consult: <http://www.epa.gov/cpg/products/printing.htm>). Pages should be paginated.

The Proposal package should consist of individually sealed components as listed in Section IV - B. Proposal Package Contents ("Checklist"), each bound in an 8 1/2" x 11" plastic spiral binding. Proposers may submit, as part of their proposal, drawings and other illustrative documents on 11" x 17" paper so long as these documents are folded to fit into the 8 ½" x 11" spiral binder indicated herein. The cover should be hard cardboard or laminated plastic. The cover should feature the name of the responding firm(s) and the contract name and number. Responses should be typed using 12 point font. Responses on pre-printed forms should be no smaller than 8 point font, and then only when necessary. The response may include a one page bound transmittal letter, which summarizes the respondent's understanding of the project and its ability to successfully accomplish the job.

The proposal will be evaluated on the basis of its content, not length. Failure to comply with any of these instructions will not make the proposal non-responsive.

**In response to this RFP, All Propers should provide information required in STEP I of Proposal Format listed below:**

**A. Proposal Format**

**STEP I:.....(APPLICABLE TO ALL PROPOSERS)**

**Technical Proposal**

(Please refer to Section IV - B - STEP I: **Technical Proposal Package Contents ("Checklist")**)

- **Proposal Cover Letter**  
The Proposal Cover Letter form (**Attachment A**) transmits the proposer's Proposal Package to the Department. It should be completed, signed and dated by an authorized representative of the proposer.
- **Technical Proposal**  
The technical proposal is a clear, concise narrative that addresses the criteria outlined in **Appendix B**.
- **Form 1**
- **Acknowledgment of Addenda/Step I**  
The Acknowledgment of Addenda / Step I form (Appendix C) serves as the proposer's acknowledgment of the receipt of addenda to this RFP which may have been issued by the Department prior to the Technical Proposal Due Date and Time. The proposer should complete this form as instructed on the form.
- **Tax Affirmation (Appendix D)**
- **Form 330 – Standard Form**
- **Local Law 34 – “Doing Business Data Form**

A Doing Business Data Form Packet has been supplied with this Request for Proposals (Attachment G) and should be fully completed and ONLY one (1) original set should be submitted in a separate sealed envelope with the Technical Proposal package.

**STEP II: .....APPLICABLE ONLY TO SHORT LISTED PROPOSERS**  
**See Step II of the Section V: Evaluation Procedures**

**Price Proposal**

**(Please refer to Section IV: B - STEP II Price Proposal Package Contents (“Checklist”))**

- Price Proposal: **The price proposal comprises of Section 1.02 of Book 1** (Appendix E in the RFP Booklet)
- Progress Payment Schedule – **Outlined in Exhibit C of Book 2, Vol. 2.**
- **Acknowledgment of Addenda** (Appendix F)
- **Performance Outcome Measures and Financial Incentives and/or Disincentives**

List and describe outcome measures of the work to be performed by the proposer under the contract and the related financial incentives and/or disincentives that could potentially be applied to the contract, in whole or in part, as a reliable means for measuring and paying for success, as described in the “Scope of Services” section of the RFP. The Department’s assumptions regarding performance outcome measures and related financial incentives and/or disincentives represent what the Department believes to be the best approach. However, proposers are encouraged to propose measures, incentives and disincentives which they believe will best achieve the Department’s goals and objectives in a cost-effective manner. While the proposer’s proposed performance outcome measures and related financial incentives and/or disincentives will not be scored by the Department’s Evaluation Committee, they may be considered by the Department in awarding the contract and structuring its payments to contractors.

- **Form 6T – DBE Participation Form**
- **Vendex Requirements**

DOT requests that each proposer (including their subconsultants) submit proof of filing of the appropriate VENDEX Questionnaires. In addition, each short listed proposer should submit a Confirmation of VENDEX Compliance with its price proposal. (Section VII, Attachment G). A form for this confirmation is set forth in the RFP.

**B. Proposal Package Contents (“Checklist”)**

**STEP I. Technical Proposal Package Contents (“Checklist”)**

Proposers should utilize this section as a “checklist” to assure completeness prior to submitting their proposal to the Department.

A sealed inner envelope labeled “Technical Proposal” containing one original set and the stated number (in the parentheses, if any) of duplicate sets of the documents listed below in the following order:

- Proposal Cover Letter Form (**Attachment A**)
- Narrative and any drawings the proposer may deem appropriate in response to the guidelines of **Appendix B**. Proposers are to submit, at a minimum and as part of their proposals, plan elevation, cross section and MPT staging drawings. Proposers may also submit other drawings that they deem pertinent to convey the specifics of their proposals (6 copies).
- Form 1 (6 copies)
- Acknowledgment of Addenda (**Appendix C**)
- Tax Affirmation (**Appendix D**)
- SF330 – Standard Form
  
- Local Law 34 – “Doing Business Data Form  
A Doing Business Data Form Packet has been supplied with this Request for Proposals (Attachment G) and should be fully completed and ONLY one (1) original set should be submitted in a separate sealed envelope with the Technical Proposal package.

A sealed outer envelope, enclosing the sealed inner envelope:

**Address all packages, outer envelopes or wrappers as follows:**

Proposer's Name	NYCDOT Contract Section
Address	40 Worth Street 8th Floor, Room 824A New York, New York 10013
PIN No. 84108SIBR330	
CONTRACT NO. HBR1217	
<b>DESIGN, CONSTRUCTION AND CONSTRUCTION SUPPORT SERVICES FOR THE REHABILITATION OF THE ST. GEORGE STATEN ISLAND FERRY TERMINAL RAMPS</b>	
BOROUGH OF STATEN ISLAND	
PROPOSAL SUBMISSION DEADLINE IS <b>May 28, 2008</b>	
NO LATER THAN 2:00 PM	

**STEP II Price Proposal Package Contents (“Checklist”)**

The package should be sealed in a manner similar to the Technical Proposal Package and contain the items identified in Appendix E, as follows:

- Price Proposal – Section 1.02, Book 1 of 2 of the RFP (only 1 original)
- Exhibit C – (Book 2 of 2) Progress Payment Schedule (only 1 original)
- Acknowledgement of Addenda (Appendix F)
- Performance Outcome Measures and Financial Incentives and/or Disincentives
- 6T – DBE Participation
- Vendex Requirements: DOT requests that each proposer (including their subconsultants) submit proof of filing of the appropriate VENDEX Questionnaires. In addition, each short listed proposer should submit a Confirmation of Vendex Compliance with its price proposal. (Section VII, Attachment G). A form for this confirmation is set forth in the RFP.

## **SECTION V: PROPOSAL EVALUATION AND CONTRACT AWARD PROCEDURES**

### **A. Evaluation Procedures**

All proposals accepted by the Agency will be reviewed to determine whether they are responsive or non-responsive to the requisites of this RFP. Proposals that are determined by the agency to be non-responsive will be rejected. The Agency's Evaluation Committee will evaluate and rate all remaining proposals based on the Evaluation Criteria prescribed below.

The following two (2) step selection process will be used:

### **STEP I - Submission of Technical Proposal and establishment of a List of Top Qualified Proposers**

Proposers are to submit by the applicable due date and time prescribed in the RFP (See Section I - Timetable), a Technical Proposal that addresses the information requested in Appendix B - and Form 1.

### **B. Evaluation Criteria**

#### **Evaluation of Technical Proposal**

The Evaluation Committee will rate all responsive Technical Proposals pursuant to the following criteria:

#### **A. Project Delivery Related Criteria**

A1.	Maintenance and protection of Traffic, staging and sequencing of operations	15%
A2.	Understanding of scope, DOT's goals and objectives; required design approvals and permits; quality assurance and quality control; constructability of proposed scheme; ability to anticipate problems and provide solutions; and long term maintenance considerations.	15%

#### **B. Impact and Coordination Related Criteria**

B1.	Anticipated issues with SIRTOA and plan to address them. Impact of contractor's scheme to SIRTOA's operations and Force Account costs.	8%
B2.	Anticipated issues with MTA buses and plan to address them. Impact of proposed scheme to MTA's operations.	5%
B3.	Impact to and coordination with DOT-Ferries. Impact to parking lot and taxi services	5%

#### **C. Schedule**

	Ability to support proposed contract and construction duration and ability to support proposed durations through a coherent and detailed CPM Schedule and through a demonstration of company resources, personnel, equipment and bonding capability	17%
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D.	Organizational Chart, Relevant Experience of Firm (Consultant and Contractor) and Relevant Experience of Key Personnel	15%
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E.	Safety Record and Specific Safety Concerns for this Project and Plan to Address them	10%
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#### **F. Other**

F1.	Community outreach and ability to address last minute community requests	7%
F2.	Environmental and aesthetic considerations	3%

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**100%**

#### **Establishment of a "Short-List" of Best Rated Firms Based on Technical Proposals**

Upon completion of the evaluation of the Technical Proposal, proposers will be ranked in descending order of score. A "short-list" of only those proposers who submit highly relevant and acceptable proposals with better than adequate understanding of approach and innovativeness in most project areas, which have scored 80% or higher, will be established. Proposers not included on the "short-list" will not be further considered.

- All proposers will be notified in writing as to whether or not they are included on the "short-list".

Upon completion of the evaluation of Technical Proposals, each short-listed proposer will be invited to make an oral presentation in support of their proposal to the Evaluation Committee. As a result of a proposer's oral presentation, the Evaluation Committee may request that a proposer submit written clarifications to their proposal. Subsequent to any such presentations, the Evaluation Committee will prepare revised rating sheets.

Based upon the information provided at the oral presentations and, where applicable, written clarifications to technical proposals, the Evaluation Committee will have the opportunity to revise the proposers' Technical Scores, as appropriate. Proposers will then be re-ranked in descending order based on their final Technical Scores.

## **STEP II – SUBMISSION OF PRICE PROPOSALS**

Proposers whose proposals are included on the "short list" will submit, by the due date and time requested by DOT, a Price Proposal that addresses the information requested in Appendix E. Each Price Proposal for the short-listed proposers will be opened and reviewed by the evaluation committee to determine whether it is responsive or non-responsive. Price Proposals determined to be non-responsive will be eliminated from further consideration.

Following analysis of the responsive price proposals by the selection committee, a price per technical point value for each short listed firm will be determined by dividing each proposed price by their corresponding final rating. The proposer that offers the lowest price per technical point will be recommended for award and invited for contract negotiations.

The final selection will be made of that proposal which is deemed to be most advantageous to the city.

The agency shall rank proposers by technical merit, and then consider price by negotiating a fair and reasonable price with the proposer that offers the lowest price per technical point. In the event that the agency has chosen to negotiate a fair and reasonable price with the proposer that offers the lowest price per technical point, if such a fee is not successfully negotiated, the agency may conclude such negotiations, and enter into negotiations with the next proposer(s) that offers the lowest price per technical point, as necessary.

Although discussions may be conducted with proposers submitting acceptable proposals, the Agency reserves the right to award contract on the basis of initial proposals received, without discussions. Therefore, the proposer's initial proposal should contain its best technical and price terms.

### **C: Basis for Contract Award**

A contract will be awarded to the responsible proposer whose proposal is determined to be the most advantageous to the City, taking into consideration the overall cost to the City and such other factors or criteria that are set forth in this RFP. Award of this contract shall be subject to timely & successful completion of contract negotiation between the Agency and the selected proposer.

### **D: Conflict of Interest**

- Any company awarded, either as a Prime Consultant or Sub-Consultant, the Resident Engineering Inspection Services for the Rehabilitation of the Rehabilitation of the St. George Staten Island Ferry Terminal Ramps, Borough of Staten Island, shall not be eligible for award of this design build Contract.
- Further, the successful proposer (and its subconsultants) is prohibited from knowingly receiving any advice or discussing any aspect relating to this contract or the procurement of the Design Build contract with any person or entity with an organizational conflict of interest. It is the firm's obligation to bring forth any conflict of interest that would prevent them from performing properly on this or the related Resident Engineering Inspection Services contract.

**SECTION VI - GENERAL INFORMATION TO PROPOSERS**

**A. Complaints.** The New York City Comptroller is charged with the audit of contracts in New York City. Any proposer who believes that there has been unfairness, favoritism or impropriety in the proposal process should inform the Comptroller, Office of Contract Administration, 1 Centre Street, Room 1005, New York, NY 10007; the telephone number is (212) 669-3173. In addition, the New York City Department of Investigation should be informed of such complaints at its Investigations Division, 80 Maiden Lane, New York, NY 10038; the telephone number is (212) 825-5959.

**B. Applicable Laws.** This Request for Proposals and the resulting contract award(s), if any, unless otherwise stated, are 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 contacting the PPB at (212) 788-0010.

**C. General Contract Provisions.** Contracts shall be subject to New York City's general contract provisions, in substantially the form that they appear in "Appendix A"- General Provisions Governing Contracts for Consultants, Professional and Technical Services' or , if the Agency utilizes other than the formal Appendix A, in substantially the form that they appear in the Agency's general contract provisions. If a copy of the applicable document is not attached, it is available through the Authorized Agency Contact Person.

**D. Contract Award.** Contract award is subject to each of the following applicable conditions: New York City Fair Share Criteria; New York City MacBride Principles Law; submission by the proposer of the New York City Department of Business Services/Division of Labor Services Employment Report and certification by that office; submission by the proposer of the requisite VENDEX Questionnaires/Certificate of No Change and review of the information contained therein by the New York City Department of Investigation; all other required oversight approvals; applicable provisions of federal, state and local laws and executive orders requiring affirmative action and equal employment opportunity; and Section 6-108.1 of the New York City Administrative Code relating to the Local Based Enterprises program and its implementation rules.

**E. Proposer Appeal Rights.** Pursuant to New York City's Procurement Policy Board Rules, proposers have the right to appeal agency non-responsiveness determinations and agency non-responsibility determinations and to protest an agency's determination regarding the solicitation or award of a contract.

**F. Multi-Year Contracts.** Multi-year contracts are subject to modification or cancellation if adequate funds are not appropriated to the agency to support continuation of performance in any City fiscal year succeeding the first fiscal year and/or if the contractor's performance is not satisfactory. The agency will notify the contractor as soon as is practicable that the funds are, or are not, available for the continuation of the multi-year contract for each succeeding City fiscal year. In the event of cancellation, the contractor will be reimbursed for those costs, if any, which are so provided for in the contract.

**G. Prompt Payment Policy.** Pursuant to the New York City's Procurement Policy Board Rules, it is the policy of the City to process contract payments efficiently and expeditiously.

**H. Prices Irrevocable.** Prices proposed by the proposer shall be irrevocable until contract award, unless the proposal is withdrawn. Proposals may only be withdrawn by submitting a written request to the agency prior to contract award but after the expiration of 90 days after the opening of proposals. This shall not limit the discretion of the agency to request proposers to revise proposed prices through the submission of best and final offers and/or the conduct of negotiations.

**I. Confidential, Proprietary Information or Trade Secrets.** Proposers should give specific attention to the identification of those portions of their proposals that they deem to be confidential, proprietary information or trade secrets and provide any justification of why such materials, upon request, should not be disclosed by the City. Such information must be easily separable from the non-confidential sections of the proposal.

**J. RFP Postponement/Cancellation.** The agency reserves the right to postpone or cancel this RFP, in whole or in part, and to reject all proposals.

**K. Proposer Costs.** Proposers will not be reimbursed for any costs incurred to prepare proposals.

**L. Charter Section 312(a) Certification.**

The New York City Department of Transportation has determined that the contract to be awarded through this Request for Proposals (PIN 84108SIBR330) for Design, Construction and Construction Support Services in connection with the Rehabilitation of the St. George Staten Island Ferry Terminal Ramps in the Borough of Staten Island will not directly result in the displacement of any New York City employee.

\_\_\_\_\_  
Agency Chief Contracting Officer

\_\_\_\_\_  
Date

**Message from the New York City Vendor Enrollment Center  
Get on mailing lists for New York City contract opportunities!  
Submit a NYC-FMS Vendor Application - Call 212/857-1680**

## SECTION VII

# ATTACHMENTS

1. ATTACHMENT A: PROPOSAL COVER LETTER
2. APPENDIX B: TECHNICAL PROPOSAL FORMAT
3. FORM 1: KEY PERSONNEL - DESIGN, CSS & CONSTRUCTION
4. APPENDIX C: ACKNOWLEDGMENT OF ADDENDA/STEP I
5. APPENDIX D: AFFIRMATION
6. APPENDIX E : PRICE PROPOSAL FORMAT
7. APPENDIX F: ACKNOWLEDGMENT OF ADDENDA/STEP II
8. APPENDIX G: VENDEX REQUIREMENTS & CONFIRMATION OF VENDEX COMPLIANCE
9. FORM 6T: DBE PARTICIPATION
10. FORM 330: STANDARD FORM
11. ATTACHMENT G: DOING BUSINESS DATA FORM

**ATTACHMENT A**

**PROPOSAL COVER LETTER**

**Request for Proposals for Design, Construction and Construction Support Services  
In Connection with  
the Rehabilitation of the  
St. George Staten Island Ferry Terminal Ramps  
Borough of Staten Island  
Contract No. HBR1217 PIN 84108SIBR330**

**Proposer:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Tax Identification #:** \_\_\_\_\_

**Proposer's Contact Person:**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Proposer's Authorized Representative:**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Is the response printed on both sides, on recycled paper containing the minimum percentage of recovered fiber content as requested by the City in the instructions to this solicitation?

**Yes**       **No**

## **APPENDIX B**

### **TECHNICAL PROPOSAL FORMAT**

All proposers are requested to provide responses to each of the following criteria listed below as part of their Technical Proposals.

#### **A. PROJECT DELIVERY**

##### **A1. MAINTENANCE AND PROTECTION OF TRAFFIC (MPT), STAGING AND SEQUENCE OF OPERATIONS**

The MPT scheme is to comply with all requirements outlined in the relevant section of the Request For Proposal. The proposer must explain how his operations will affect traffic on Richmond Terrace and in the terminal. This also includes delivery of materials and staging of construction equipment. Special attention is to be given to impact to pedestrians and ability to minimize vehicular/pedestrian conflicts during construction.

The sequencing of operations is of the utmost importance for the execution of this project. The proposer must explain the rationale of its proposed sequence as it relates to the ability to deliver within the identified time frames as well as meet other project parameters such as approval and permitting process, ability to obtain outages / flagging by SIRTOA, MTA-Buses, and seasonal considerations. Special attention must also be given to such specifics of construction activities as placement of equipment, work zones, etc. and as to how these considerations may affect the staging and construction sequencing.

##### **A2. UNDERSTANDING OF SCOPE OF SERVICES, PROJECT GOALS AND OBJECTIVES, DESIGN APPROVALS AND PERMITTING, ANTICIPATED PROBLEMS AND SOLUTIONS, CONSTRUCTABILITY, QUALITY ASSURANCE AND QUALITY CONTROL, MAINTENANCE CONSIDERATIONS**

The proposer must clearly demonstrate its understanding of the scope of the project as well as DOT's goals and objectives. The proposer must be able to identify the required tasks for this project and outline which of them are independent and which are inter-related. The proposer must identify the design approvals and permitting required and explain how these considerations may affect his proposed scheme as well as his schedule and sequence of operations. The proposer is also asked to identify all potential problematic areas and his plan to address them. These areas should include but not necessarily limited to: coordination issues with affected entities such as SIRTOA, coordination with other on-site contractors, last minute community requests, unidentified field conditions, design problems, fabrication problems, availability of material issued, ability to deliver at the site, noise and pollution related problems, etc. The proposer is also to elaborate on constructability issues and his plan to address them in a way that will still provide DOT a superior quality product. Proposers are expected to elaborate on the maintenance requirements and long-term costs associated with their proposed product and explain the advantages and disadvantages such product offers within its specified life span.

Finally, yet importantly, the Company must identify its existing policies and procedures for Quality Assurance /Quality Control and provide a copy of the Company's proposed Quality Assurance/Quality Control Procedures. The Company must list the previous experience of the team members involving design and construction Quality Assurance (QA) and Quality Control (QC) programs and describe how the Company has structured the QA/QC function so as to ensure independent and professional QA/QC decisions and control. The proposal should describe the anticipated role between the REI and QA/QC Personnel.

**B. IMPACT AND CO-ORDINATION**

**B1. ISSUES WITH SIRTOA AND PLAN TO ADDRESS THEM, IMPACT ON SIRTOA'S OPERATIONS AND FORCE ACCOUNT COSTS ASSOCIATED WITH PROPOSED SCHEME**

Proposers are expected to identify all potential issues with SIRTOA and must demonstrate they have a plan in place to address them. Such issues include, but are not limited to, technical requirements, and availability of flaggers. Proposers are also expected to identify how their scheme will impact SIRTOA's operations as well as the commuters utilizing the railroad, including their ability to safely access the railroad platforms. NYCDOT has set a separate Force Account Agreement with NYCT and has identified a contingency amount in the event the originally established cost is exceeded. Proposers though are requested, as part of their technical write-up, to independently evaluate and explain how the proposed NYCT support services as identified in the relevant Railroad Exhibit of Book 2 of the RFP could be affected as a result of their proposed scheme. Although proposers are not asked to respond in quantitative terms, it is expected that they should bring up any major concerns they have or significant pitfalls that might exist and provide a recommendation to address them.

**B2. COORDINATION WITH AND IMPACT ON MTA BUSES**

Proposers are expected to elaborate on the impact of their operations to the bus service and provide a plan to mitigate such impact. In addition, proposers are to address how issues of coordination with MTA-Buses could affect the execution of the contract.

**B3. CO-ORDINATION WITH AND IMPACT ON FERRIES OPERATIONS, PARKING LOT AND TAXI SERVICES**

Proposers are to elaborate on the impact of their operations to Ferry commuters, DOT-Ferries internal operations, parking lot space, and access to taxi services. Proposers are also to address how they can best co-ordinate with each of these affected entities.

**C. SCHEDULE**

The maximum specified contract duration is 4 years with a maximum of 3 years dedicated to construction activities. However, proposers are expected to use innovative construction methodologies, best scheduling practices and management control in order to further minimize such durations. Proposers are requested, as part of Schedule A, to identify their proposed contract and construction duration. Special consideration will be given to those firms that offer durations below those identified by NYCDOT as maximums, if such durations are backed up by a detailed CPM schedule that clearly identifies the necessary activities and time frames for the execution of the work and demonstrated company resources, including personnel, equipment, and bonding capability, that will be available to support such schedule. The rational and validity of such CPM schedule will be evaluated in order for NYCDOT to form an educated opinion as to the proposed durations. In addition, the proposer shall indicate its company's resources as follows:

The proposer must demonstrate that the Company ("The contracting entity") has been (or will be) properly formed and has (or will have) due power to enter into the Design/Build contract. Describe the entity that will enter into the contract, indicating key personnel of the Company and his /her legally binding relationship with the proposed contracting entity. If the contracting entity is already formed, provide copies of the organizational documents. If the contracting entity is not yet formed, provide a letter of agreement signed by the members of the Company who will have ownership interest, setting forth their intention to enter into appropriate documentation to form the entity. The Company must indicate the financial resources that will be made available and from what source to perform the work for the project. The Company must also demonstrate that appropriate financial resources will be committed to the contracting entity in order to perform the work. Does the Company have a method in place for addressing claims, contract modifications and schedule recovery to maintain the completion date? The Company must furnish examples of projects in which the major participants have completed their task ahead of schedule and/or below budget, including an explanation of how this was accomplished. Also, the Company must give examples of projects their completed over railroads, especially New York City Transit. The proposal should discuss quantitatively how this project would impact the current and anticipated workload of the offices performing this work. If staff increases will be necessary, the proposer must discuss in which areas and how that would be accomplished. The Company must identify its expected community involvement and previous projects in which members of the team have worked together.

#### **D. ORGANIZATIONAL CHART AND RELEVANT EXPERIENCE OF FIRM AND KEY PERSONNEL**

##### **Organizational Chart**

Provide organization chart(s) that show(s) the functional structure of the Company and all major participants. Include the names of key personnel.

Identify the legal structure of the Design/Build Company and/or consortium of firms. Describe the business experience of the firm(s) relative to the proposed project.

Identify and document how suggested lines of authority, essential management function and proposed interaction of contractor, consultant and NYCDOT best serve: quality of design, quality of construction, communication with third parties (private utilities, community boards, SIRTOA, MTA-Buses, DOT Ferries, other city agencies, etc.)

If significant changes to the organizational structure of the Company are planned for different phases of the project, separate charts should be provided for each phase. The rationale for such changes should be provided.

##### **Consultant Experience**

The Department will consider for the staff assigned to this project and for the Company as a whole:

- Bridge design experience
- Managerial experience on bridge design projects for federally funded NYCDOT projects
- Managerial experience on projects above \$50 million
- CSS experience
- References such as: Consultant Performance Evaluations records, statements of previous jobs.
- Familiarity with SIRTOA, MTA-Buses, Terminal Operations, and Art Commission.

##### **Contractor Experience**

The Department will consider for the staff assigned to this project and for the Company as a whole:

- Bridge construction experience
- Bridge construction experience on a managerial level
- Bridge construction experience on projects \$50 million and above
- Number and magnitude of projects undertaken within the last five years
- Number and magnitude of projects that required NYCT involvement
- Number of the above mentioned projects that finished within the expected construction duration as it was stated at the time of the bid; excepting unforeseen field conditions
- Number of the above mentioned projects that did not raise significant complaints from the community
- Contractor performance evaluations record

## **Key Personnel**

Provide résumés for all individuals identified in Form 1, (Key Personnel – Design, CSS, and Construction), including their qualifications and experience. Only these résumés shall be evaluated for technical points. Provide a brief discussion that addresses the following:

Principal-in-Charge: Identify the person(s) who will be responsible for ensuring that adequate personnel and other resources are made available for this project; will handle contractual matters; and will be ultimately responsible for the quality and timeliness of the Company's performance. State that person's position and authority within the Company. Discuss previous similar projects for which this person has performed a similar function and identify total years of relevant experience.

Design Project Manager: State who will actively manage the design of this project. Identify any other projects that person may be involved with, and indicate time committed to each project. List recent similar projects for which this person has performed a comparable function. Discuss relevant experience, professional licenses, registrations, education and other qualifications applicable to this project.

Construction Support Services Manager: State who will actively manage the construction support of this project. Identify any other projects that person may be involved with, and indicate time committed to each project. List recent similar projects for which this person has performed a comparable function. Discuss relevant experience, professional licenses, registrations, education and other qualifications applicable to this project.

Dedicated Design / CSS Engineer at the field office: The team is to assign a licensed engineer to address all issues that may arise during construction. He/she is to be located in the field office from the day of site mobilization to the day of substantial completion.

Construction Project Manager: State who will actively manage the construction of this project. Identify any projects that person will be involved with concurrently and time committed to each project. List recent similar projects for which this person has performed a comparable function. Discuss relevant experience, professional licenses, registrations, education and other qualifications applicable to this project. Individual should have at least three years of experience in the construction of similar projects.

Project Engineer(s), Superintendents: Identify other members of the project team including subconsultants/subcontractors that provide special expertise or will perform key tasks. Describe their anticipated roles and previous experience. A minimum of two dedicated superintendents is to be provided.

Quality Assurance / Quality Control Personnel: Identify Key Personnel for the QA/QC team, for design and construction phases, previous experience, and extent of anticipated involvement.

Note: The Design Project Manager, Construction Support Services Manager should devote at least 50% of their time exclusively to this project. Construction Project Manager and Project Superintendents should devote 100% of his/her time to this project. Also, the Design / CSS Engineer assigned to the site should devote 100% of his time on this job upon construction commencement. The Company should also demonstrate how it would achieve continuity between the design and construction phases of the project.

## **E. SAFETY RECORD AND SPECIFIC SAFETY CONCERNS FOR THIS PROJECT**

- Provide an overview of the Company's safety program.
- Provide documentation of the past 5 years safety record on all construction projects (i.e. OSHA citations-list circumstances and outcome, etc.) in the New York Metropolitan area (75 miles from Columbus Circle).
- List OSHA-rated qualified persons who will be assigned to the project.
- List specific safety concerns for this design-build project and indicate the company's plan to address them.
- List individuals holding First Aid certification who will be assigned to the project.  
Submit résumé of the Company's Safety Officer.

**F. OTHER CONSIDERATION**

**F1. COMMUNITY OUTREACH / INVOLVEMENT**

Proposers must outline their plan for community outreach and demonstrate the services it will provide. Special consideration should be given to proposers who offer the public access to reach a live community liaison to address its concerns within reasonable time frames. Special consideration will be given to those proposers whose community outreach entity has a proven history of working on very political and visible projects where daily communication and appropriate handling of issues are extremely importance. Last but not least, proposers must demonstrate their ability to address last minute requests from the public and must clearly outline what will be the lines of communication to achieve this. Proposers must elaborate on the appropriateness, readiness and level of interaction between the community liaison person, the Company's project manager and NYCDOT's project manager.

**F2. ENVIRONMENTAL AND AESTHETICS CONSIDERATIONS**

The proposers are to provide an architectural rendering that will enable proposal evaluators to envision the aesthetics of the completed product. The appropriateness of the proposed aesthetics as they relate to the current theme of the terminal will be evaluated. The proposer's ability to obtain timely Art Commission approval will also be considered. Last but not least, proposers are to elaborate on the environmental aspects of their proposed scheme especially as it relates to noise, pollution, dust control, lead exposure and disposal, and handling of contaminated materials.



3.

**DESIGN**

	Name	Consultant Firm	% time committed to project
Principal -In-Charge	_____	_____	_____
Project Manager	_____	_____	_____
Quality Control Engineer	_____	_____	_____
Project Engineer(s)	_____	_____	_____
Structural	_____	_____	_____
Utilities	_____	_____	_____
MPT	_____	_____	_____
Geotechnical Engineer*	_____	_____	_____
Community Outreach*	_____	_____	_____
Architect*	_____	_____	_____
Environmental/Painting Expert (*)	_____	_____	_____

No firm, organization or individuals named as part of the Company and whose experience the company relies upon to support its application for qualifications, can be a member of any other Company proposing on this project, excluding those positions marked with an asterisk (\*).

Individuals may have dual roles.

4.

**CONSTRUCTION SUPPORT SERVICES**

	Name	Consultant Firm	% time committed to project
Principal -In-Charge	_____	_____	_____
Project Manager	_____	_____	_____
Project Engineer (Project Engineer must be located at the site upon site mobilization and up to substantial completion)	_____	_____	_____

5.

**CONSTRUCTION**

	Name	Construction Firm	% time committed to project
Principal -In-Charge	_____	_____	_____
Project Manager	_____	_____	_____
Project Superintendents	_____	_____	_____
Scheduler	_____	_____	_____
Quality Control	_____	_____	_____
Painting Contractor*	_____	_____	_____

# APPENDIX C

## ACKNOWLEDGMENT OF ADDENDA/STEP I

**NOTE:** This page must be submitted with the Technical Proposal of the RFP.

**RFP TITLE:** \_\_\_\_\_

**PIN:** \_\_\_\_\_

**Directions:** Complete Part I or Part II, whichever is applicable, and sign your name in Part III.

### **Part I**

Listed below are the dates of issue for each Addendum received in connection with this RFP:

Addendum # 1, Dated: \_\_\_\_\_

Addendum # 2, Dated \_\_\_\_\_

Addendum # 3, Dated \_\_\_\_\_

Addendum # 4, Dated \_\_\_\_\_

Addendum # 5, Dated \_\_\_\_\_

Addendum # 6, Dated \_\_\_\_\_

Addendum # 7, Dated \_\_\_\_\_

Addendum # 8, Dated \_\_\_\_\_

Addendum # 9, Dated \_\_\_\_\_

Addendum #10, Dated \_\_\_\_\_

### **Part II Acknowledgement of No Receipt**

\_\_\_\_\_ No Addendum was received in connection with this RFP.

### **Part III**

Proposer's Name: \_\_\_\_\_

Proposer's Authorized Representative:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# APPENDIX D

## AFFIRMATION

The undersigned proposer or bidder affirms and declares that said proposer or bidder is not in arrears to the City of New York upon debt, contract or taxes and is not a defaulter, as surety or otherwise, upon obligation to the City of New York, and has not been declared not responsible, or disqualified, by any agency of the City of New York, nor is there any proceeding pending relating to the responsibility or qualification of the proposer or bidder to receive public contracts

Except \_\_\_\_\_

\_\_\_\_\_  
Full Name of Proposer or Bidder

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

Check below and include appropriate number:

\_\_\_\_ Individual or Sole Proprietorship \*  
Social Security Number      \_ \_ - \_ \_ - \_ \_ \_ \_

\_\_\_\_ Partnership, Joint Venture or unincorporated company  
Employer Identification Number      \_ \_ - \_ \_ - \_ \_ \_ \_

\_\_\_\_ Corporation  
Employer Identification Number      \_ \_ - \_ \_ - \_ \_ \_ \_

If a corporation, place seal here:

by    Signature      \_\_\_\_\_

Print Name      \_\_\_\_\_

Title      \_\_\_\_\_

Must be signed by an officer or duly authorized representative.

\* Under the Federal Privacy Act the furnishing of Social Security Numbers by bidders on City contracts is voluntary. Failure to provide a Social Security Number will not result in a bidder's disqualification. Social Security Numbers will be used to identify bidders, proposers, or vendors to ensure their compliance with laws, to assist the City in enforcement of laws as well as to provide the City a means of identifying of businesses which seek City contracts.

## APPENDIX E

### PRICE PROPOSAL SHEET

Item No.	Item	Construction	CSS	Design	Dollars in Figures
1	Mobilization Cost (NTE 4%)				
2	Permits, Bonds, Insurances, and Upfront Coordination (NTE 6%)				
3	Engineer's Office / PC / Supplies				
4	Community Outreach				
5	Traffic Study (Richmond Terrace)				
6	Bridge / Site Inspections				
7	Bridge / Site Surveys				
<b>BIN 2270180 (Ramp A)</b>					
8	Maintenance & Protection of Traffic				
9	Demolition / Temporary Shielding				
10	Substructure Rehabilitation				
11	Superstructure Replacement (Including Beams, Deck & Barrier)				
12	Roadway Approach / Plaza Restoration Work				
<b>BIN 2269770 (Ramp B)</b>					
13	Maintenance & Protection of Traffic				
14	Demolition / Temporary Shielding				
15	Concrete Substructure Rehabilitation (Including Pedestal Reconstruction)				
16	Deck Reconstruction (Including Sidewalk, Barrier, Parapet, Shear Studs, Exp. Joints & Fencing)				
17	Cleaning Existing Steel (Lead Abatement Required)				
18	Painting Existing Steel				
19	Structural Steel Repair & Bearing Replacement				
20	Bridge Drainage Work				
21	Bridge (On & Under) Lighting Work				
22	Pigeon Deterrent System				
23	Roadway/Approach Work				
<b>BIN 2269780 (Ramp C)</b>					
24	Maintenance & Protection of Traffic				
25	Demolition / Temporary Shielding				
26	Concrete Substructure Rehabilitation (Including Pedestal Reconstruction)				
27	Deck Reconstruction (Including Sidewalk, Barrier, Parapet, Exp. Joints & Fencing)				
28	Cleaning Existing Steel (Lead Abatement Required)				
29	Painting Existing Steel				

Item No.	Item	Construction	CSS	Design	Dollars in Figures
30	Structural Steel Repair & Bearing Replacement				
31	Bridge Drainage Work				
32	Bridge (On & Under) Lighting Work				
33	Roadway/Approach Work				
<b>BIN 2269730 (Ramp D)</b>					
34	Maintenance & Protection of Traffic				
35	Demolition / Temporary Shielding				
36	Concrete Substructure Rehabilitation (Including Pedestal Reconstruction)				
37	Deck Reconstruction (Including Sidewalk, Exp. Joints & Fencing)				
38	Cleaning Existing Steel (Lead Abatement Required)				
39	Painting Existing Steel				
40	Structural Steel Repair & Bearing Replacement				
41	Bridge Drainage Work				
42	Bridge (On & Under) Lighting Work				
43	Pigeon Deterrent System				
44	Roadway/Approach Work				
<b>BIN 2269740 (Bus Station North)</b>					
45	Maintenance & Protection of Traffic				
46	Demolition / Temporary Shielding				
47	Encasement Repair (Columns and Underside of Terminal Ped. Ramps)				
48	Deck Repair (Over Terminal) Including Waterproofing Membrane				
49	Deck Reconstruction (Including Lt Wt Overlay, Bus Platform Sidewalk, Traffic Dividers, Barrier, Expansion Joints & Fencing)				
50	Cleaning Existing Steel (Lead Abatement Required)				
51	Painting Existing Steel				
52	Structural Steel Repair				
53	Bridge Drainage Work				
54	Bridge (On & Under) Lighting Work				
55	Pigeon Deterrent System				
<b>BIN 2269750 (Bus Station South)</b>					
56	Maintenance & Protection of Traffic				
57	Demolition / Temporary Shielding				
58	Deck Reconstruction (Including Bus Platform Sidewalks, Barrier, Exp. Joints & Fencing)				
59	Bus Canopy Brick Wall Reconstruction w/Steel Grating Infill				
60	Cleaning Existing Structural & Bus Canopy Steel (Lead Abatement Required)				

Item No.	Item	Construction	CSS	Design	Dollars in Figures
61	Painting Existing Structural & Bus Canopy Steel				
62	Structural Steel Repair				
63	Bridge Drainage Work				
64	Bridge (On & Under) Lighting Work				
65	Pigeon Deterrent System				
<b>BIN 2269790 (Old Viaduct)</b>					
66	Maintenance & Protection of Traffic				
67	Encasement Removal & Temporary Shielding / Assessment & Recommendations for Steel Repairs				
68	Demolition / Temporary Shielding (for Deck Reconstruction)				
69	Concrete Substructure Rehabilitation (Including Pedestal Reconstruction)				
70	Deck Reconstruction (Including Parapet, Sidewalk, N. Fascia Railing & Fencing)				
71	Cleaning Existing Steel (Lead Abatement Required – Select Areas)				
72	Painting Existing Steel				
73	Bearing Replacement				
74	Bridge Drainage Work				
75	Bridge (On & Under) Lighting Work				
76	Pigeon Deterrent System				
77	Roadway/Approach Work				
<b>BIN 2270170 (Pedestrian Breezeway)</b>					
78	Demolition / Temporary Shielding Including Removal of Roof (Asbestos Abatement Required) and Stairs to Ramp B				
79	Concrete Column Base Repair				
80	Deck Reconstruction Including Expansion Joints				
81	Cleaning Existing Steel (Lead Abatement Required)				
82	Painting Existing Steel				
83	Structural Steel Repair / Mod. to S. Fascia Girder (Due to Stair Removal)				
84	Metal Roof Construction				
85	Bridge (On & Under) Lighting Work				
86	Pigeon Deterrent System				
<b>BIN 2269760 (North Ramp)</b>					
87	Maintenance & Protection of Traffic				
88	Reconstruction of SIRTOA Stadium Station Stairs				

Item No.	Item	Construction	CSS	Design	Dollars in Figures
89	Clearing Site/Foundation Excavation (Assume excess excavation material is Contaminated, Non-Hazardous, Non-Petroleum Industrial Waste for Hauling and Disposal purposes)				
90	Hauling and Disposal of Contaminated Excess Excavation Material Classified as Non-Hazardous, Petroleum Contaminated Waste ( <b>Proposer to Provide Unit Price based on assumed proposal quantity of 100 Tons</b> )				
91	Hauling and Disposal of Contaminated Excess Excavation / Material Classified as Hazardous Waste ( <b>Proposers to provide Unit Price based on assumed proposal quantity of 25 Tons</b> )				
92	Bridge Foundation (Including possible dewatering operations)				
93	Bridge Substructure Incl. Richmond Terrace Abutment Modification				
94	Bridge Superstructure / Deck				
95	Ramp Foundation (Including possible dewatering operations)				
96	Ramp Retaining Walls, Sidewalk, Parapet and Barrier				
97	Ramp Fill and Paving				
98	Bridge / Ramp Drainage				
99	Bridge / Ramp Lighting				
100	Pigeon Deterrent System				
101	Approach Tie-In Work				
102	Restoration of EDC Parking Lot				
103	Demolition of Existing North Ramp (Including Asbestos & Lead Paint Abatement)				
<b>North Municipal Parking Field</b>					
104	Temporary Relocation of Taxi Stand				
105	Clearing Site				
106	Paving and Striping Site				
107	Site Fencing, Drainage and Lighting				
<b>Bus Canopy Package</b>					
108	Bus Canopy (Architectural Work excluding Brick Wall and Cleaning & Painting Bus Canopy Steel)				
109	Bus Canopy (Electrical Work incl. Holding Lights & PA System Upgrade)				
110	Vestibule Work				

Item No.	Item	Construction	CSS	Design	Dollars in Figures
<b>Site Drainage</b>					
111	Clearing Site / Excavation				
112	Replacement / Modifications to Underground Site Drainage Systems				
113	Backfill and Restoration of Site				
114	Public Utilities (exclusive of site drainage work)				
115	Demobilization (Including Site Restoration)				
	<b>Subtotal</b>				
116	Allowance for Architectural Enhancements (Bus Canopies and Pedestrian Bridge)				\$1,000,000.00
117	Allowance for Flag Repairs				\$1,000,000.00
118	Incidental Repairs				<b>\$9,000,000.00</b>
119	Incentive (NYC-1943)				\$3,200,000.00
120	Allowance for NYCT Disruptions <sup>1</sup>				\$500,000.00
121	Allowance for Anti-Icing System <sup>2</sup>				\$5,000,000.00
	<b>Allowance<sup>3</sup> Subtotal</b>				<b>\$19,700,000.00</b>
	<b>Total</b>				

Note:

1. This item is to reimburse the Company for demonstrated losses incurred as a direct result of NYC Transit ordered disruptions to the Company's otherwise scheduled and approved work operations. This will apply to any entity of NYC Transit including but not limited to SIRTOA and Bus Operations.
2. This item is included as a budgetary allowance for future anticipated work related to designing, furnishing and installing an anti-icing system at the St. George Ferry Terminal. The scope of this work will be finalized prior to Notice to Proceed.
3. The allowances set forth by the Agency shall not be considered in the total for computing subcontracting percentages.

The total of the foregoing price proposal based on the Company's Estimate of Items of Work is (in words):

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# APPENDIX F

## ACKNOWLEDGMENT OF ADDENDA/STEP II

**NOTE:** This page must be submitted with the Price Proposal of the RFP.

**RFP TITLE:** \_\_\_\_\_

**PIN:** \_\_\_\_\_

**Directions:** Complete Part I or Part II, whichever is applicable, and sign your name in Part III.

### **Part I**

Listed below are the dates of issue for each Addendum received in connection with this RFP:

Addendum # 1, Dated: \_\_\_\_\_

Addendum # 2, Dated \_\_\_\_\_

Addendum # 3, Dated \_\_\_\_\_

Addendum # 4, Dated \_\_\_\_\_

Addendum # 5, Dated \_\_\_\_\_

Addendum # 6, Dated \_\_\_\_\_

Addendum # 7, Dated \_\_\_\_\_

Addendum # 8, Dated \_\_\_\_\_

Addendum # 9, Dated \_\_\_\_\_

Addendum #10, Dated \_\_\_\_\_

### **Part II Acknowledgement of No Receipt**

\_\_\_\_\_ No Addendum was received in connection with this RFP.

### **Part III**

Proposer's Name: \_\_\_\_\_

Proposer's Authorized Representative:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## APPENDIX G

### VENDEX and Executive Order 50 Requirements

Pursuant to Section 6-112.2(b) of the New York City Administrative Code, all vendors that are under consideration for the award of a sole source contract or a contract valued at \$100,000 or more, or whose aggregate business with the City in the last 12 months, including the proposed contract, is \$100,000 or more, must complete and submit a VENDEX Business Entity or Not-For-Profit Organization Questionnaire when notified by the Agency. The principals and individuals thereof must also submit a Principal of Individual Questionnaire.

DOT requests that each proposer (including their subconsultants) submit proof of filing of the appropriate VENDEX Questionnaires. In addition, each short listed proposer should submit a Confirmation of VENDEX Compliance with its price proposal. (Section VII, Attachment G). A form for this confirmation is set forth in the RFP. It is strongly recommended that the proposers comply with this request.

**The proposer is advised that VENDEX Questionnaires and procedures have changed. See [www.nyc.gov/vendex](http://www.nyc.gov/vendex) to download the new VENDEX Questionnaires and a Vendor's Guide to VENDEX or contact NYCDOT's Vendor Responsibility Unit. at 212-442-7757.**

(a) Submission of Vendex Questionnaires: VENDEX Questionnaires (if required) must be submitted directly to the Mayor's Office of Contract Services, ATTN: VENDEX, 253 Broadway, 9<sup>th</sup> Floor, New York, New York 10007.

Requirement: Pursuant to Administrative Code Section 6-116.2 and the PPB Rules, proposers may be obligated to complete and submit VENDEX Questionnaires. If required, Vendex Questionnaires must be completed and submitted before any award of contract may be made or before approval is given for a proposed subcontractor. Non-compliance with these submission requirements may result in the disqualification of the proposal, disapproval of a subcontractor, subsequent withdrawal of approval for the use of an approved subcontractor, or the cancellation of the contract after award.

(b) In addition to the above, DOT requests that all proposers submit the Construction Employment Report with its price proposal as part of meeting the Executive Order 50 Requirements. The Construction Employment Report can be requested from Carlos Bannister at (212) 442-7793.

## ATTACHMENT TO APPENDIX G

<b>CONFIRMATION OF VENDEX COMPLIANCE</b>
------------------------------------------

The Proposer (including its subconsultant) shall submit this Confirmation of VENDEX Compliance

Name of Proposer: \_\_\_\_\_

Proposer's Address: \_\_\_\_\_

Proposer's Telephone Number: \_\_\_\_\_

Proposer's Fax Number: \_\_\_\_\_

Date of Proposal Submission: \_\_\_\_\_

Project ID: \_\_\_\_\_

**VENDEX Compliance:** To demonstrate compliance with VENDEX requirements, the Proposer shall complete either Section (1) or Section (2) below, whichever applies.

(1) **Submission of Questionnaires to MOC:** By signing in the space provided below, the Proposer certifies that as of the date specified below, the Proposer has submitted VENDEX Questionnaires to the Mayor's Office of Contract Services, Attn: VENDEX, 253 Broadway, 9<sup>th</sup> Floor, New York, New York 10007.

Date of Submission: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature of Partner or corporate officer)

Print Name: \_\_\_\_\_

(2) **Submission of Certification of No Change to NYCDOT:** By signing in the space provided below, the Proposer certifies that it has read the instructions in a "Vendor's Guide to VENDEX" and that such instructions do not require the Proposer to submit VENDEX Questionnaires. The Proposer has completed **TWO ORIGINALS** of the Certification of No Change.

By: \_\_\_\_\_  
(Signature of Partner or corporate officer)

Print Name: \_\_\_\_\_

# FORM 6T

## DBE PARTICIPATION

PIN: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

CONTRACT NO.: \_\_\_\_\_

CONSULTANT: \_\_\_\_\_

Participation by DBE Consultants:  is being proposed

Participation by DBE Consultants:  is not being proposed

Participation by DBE Contractors:  is being proposed

Participation by DBE Contractors:  is not being proposed

If being proposed, attach the following:

1. Name(s) and Address(es) of proposed DBE firms.
2. Percentage(s) of assigned participation.
3. NYS DBE Certification(s)\*.

**SECTION VII**

**ATTACHMENT G) LOCAL LAW 34:  
DOING BUSINESS DATA FORM AND INSTRUCTIONS  
*(To be submitted as a separate sealed envelope along with the  
Technical Proposal)***

# ARCHITECT-ENGINEER QUALIFICATIONS

OMB No.: 9000-0157  
Expires: 6/30/2007

Public reporting burden for this collection of information is estimated to average a total of 29 hours per response (25 hours for Part 1 and 4 hours for Part 2), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (MVA), Regulatory and Federal Assistance Publications Division, GSA, Washington, DC 20405.

## PURPOSE

Federal agencies use this form to obtain information from architect-engineer (A-E) firms about their professional qualifications. Federal agencies select firms for A-E contracts on the basis of professional qualifications as required by the Brooks A-E Act (40 U.S.C. 1101 - 1104) and Part 36 of the Federal Acquisition Regulation (FAR).

The Brooks A-E Act requires the public announcement of requirements for A-E services (with some exceptions provided by other statutes), and the selection of at least three of the most highly qualified firms based on demonstrated competence and professional qualifications according to specific criteria published in the announcement. The Act then requires the negotiation of a contract at a fair and reasonable price starting first with the most highly qualified firm.

The information used to evaluate firms is from this form and other sources, including performance evaluations, any additional data requested by the agency, and interviews with the most highly qualified firms and their references.

## GENERAL INSTRUCTIONS

Part I presents the qualifications for a specific contract.

Part II presents the general qualifications of a firm or a specific branch office of a firm. Part II has two uses:

1. An A-E firm may submit Part II to the appropriate central, regional or local office of each Federal agency to be kept on file. A public announcement is not required for certain contracts, and agencies may use Part II as a basis for selecting at least three of the most highly qualified firms for discussions prior to requesting submission of Part I. Firms are encouraged to update Part II on file with agency offices, as appropriate, according to FAR Part 36. If a firm has branch offices, submit a separate Part II for each branch office seeking work.

2. Prepare a separate Part II for each firm that will be part of the team proposed for a specific contract and submitted with Part I. If a firm has branch offices, submit a separate Part II for each branch office that has a key role on the team.

## INDIVIDUAL AGENCY INSTRUCTIONS

Individual agencies may supplement these instructions. For example, they may limit the number of projects or number of

pages submitted in Part I in response to a public announcement for a particular project. Carefully comply with any agency instructions when preparing and submitting this form. Be as concise as possible and provide only the information requested by the agency.

## DEFINITIONS

**Architect-Engineer Services:** Defined in FAR 2.101.

**Branch Office:** A geographically distinct place of business or subsidiary office of a firm that has a key role on the team.

**Discipline:** Primary technical capabilities of key personnel, as evidenced by academic degree, professional registration, certification, and/or extensive experience.

**Firm:** Defined in FAR 36.102.

**Key Personnel:** Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

## SPECIFIC INSTRUCTIONS

### Part I - Contract-Specific Qualifications

#### Section A. Contract Information.

1. **Title and Location.** Enter the title and location of the contract for which this form is being submitted, exactly as shown in the public announcement or agency request.

2. **Public Notice Date.** Enter the posted date of the agency's notice on the Federal Business Opportunity website (FedBizOpps), other form of public announcement or agency request for this contract.

3. **Solicitation or Project Number.** Enter the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request for this contract.

#### Section B. Architect-Engineer Point of Contact.

- 4-8. **Name, Title, Name of Firm, Telephone Number, Fax (Facsimile) Number and E-mail (Electronic Mail) Address.** Provide information for a representative of the prime contractor or joint venture that the agency can contact for additional information.

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Section C. Proposed Team.

9-11. Firm Name, Address, and Role in This Contract. Provide the contractual relationship, name, full mailing address, and a brief description of the role of each firm that will be involved in performance of this contract. List the prime contractor or joint venture partners first. If a firm has branch offices, indicate each individual branch office that will have a key role on the team. The named subcontractors and outside associates or consultants must be used, and any change must be approved by the contracting officer. (See FAR Part 52 Clause "Subcontractors and Outside Associates and Consultants (Architect-Engineer Services)".) Attach an additional sheet in the same format as Section C if needed.

Section D. Organizational Chart of Proposed Team.

As an attachment after Section C, present an organizational chart of the proposed team showing the names and roles of all key personnel listed in Section E and the firm they are associated with as listed in Section C.

Section E. Resumes of Key Personnel Proposed for This Contract.

Complete this section for each key person who will participate in this contract. Group by firm, with personnel of the prime contractor or joint venture partner firms first. The following blocks must be completed for each resume:

12. Name. Self-explanatory.

13. Role in This Contract. Self-explanatory.

14. Years Experience. Total years of relevant experience (block 14a), and years of relevant experience with current firm, but not necessarily the same branch office (block 14b).

15. Firm Name and Location. Name, city and state of the firm where the person currently works, which must correspond with one of the firms (or branch office of a firm, if appropriate) listed in Section C.

16. Education. Provide information on the highest relevant academic degree(s) received. Indicate the area(s) of specialization for each degree.

17. Current Professional Registration. Provide information on current relevant professional registration(s) in a State or possession of the United States, Puerto Rico, or the District of Columbia according to FAR Part 36.

18. Other Professional Qualifications. Provide information on any other professional qualifications relating to this contract, such as education, professional registration, publications, organizational memberships, certifications, training, awards, and foreign language capabilities.

19. Relevant Projects. Provide information on up to five projects in which the person had a significant role that demonstrates the person's capability relevant to her/his proposed role in this contract. These projects do not necessarily have to be any of the projects presented in Section F for the project team if the person was not involved in any of those projects or the person worked on other projects that were more relevant than the team projects in Section F. Use the check box provided to indicate if the project was performed with any office of the current firm. If any of the professional services or construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description and Specific Role (block (3)).

Section F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract.

Select projects where multiple team members worked together, if possible, that demonstrate the team's capability to perform work similar to that required for this contract. Complete one Section F for each project. Present ten projects, unless otherwise specified by the agency. Complete the following blocks for each project:

20. Example Project Key Number. Start with "1" for the first project and number consecutively.

21. Title and Location. Title and location of project or contract. For an indefinite delivery contract, the location is the geographic scope of the contract.

22. Year Completed. Enter the year completed of the professional services (such as planning, engineering study, design, or surveying), and/or the year completed of construction, if applicable. If any of the professional services or the construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description of Project and Relevance to This Contract (block 24).

23a. Project Owner. Project owner or user, such as a government agency or installation, an institution, a corporation or private individual.

23b. Point of Contact Name. Provide name of a person associated with the project owner or the organization which contracted for the professional services, who is very familiar with the project and the firm's (or firms') performance.

23c. Point of Contact Telephone Number  
Self-explanatory.

24. Brief Description of Project and Relevance to This Contract. Indicate scope, size, cost, principal elements and special features of the project. Discuss the relevance of the example project to this contract. Enter any other information requested by the agency for each example project.

25. Firms from Section C Involved with This Project. Indicate which firms (or branch offices, if appropriate) on the project team were involved in the example project, and their roles. List in the same order as Section C.

**Section G. Key Personnel Participation in Example Projects.**

This matrix is intended to graphically depict which key personnel identified in Section E worked on the example projects listed in Section F. Complete the following blocks (see example below).

26. and 27. Names of Key Personnel and Role in This Contract. List the names of the key personnel and their proposed roles in this contract in the same order as they appear in Section E.

28. Example Projects Listed in Section F. In the column under each project key number (see block 29) and for each key person, place an "X" under the project key number for participation in the same or similar role.

29. Example Projects Key. List the key numbers and titles of the example projects in the same order as they appear in Section F.

**Section H. Additional Information.**

30. Use this section to provide additional information specifically requested by the agency or to address selection criteria that are not covered by the information provided in Sections A-G.

**Section I. Authorized Representative.**

31. and 32. Signature of Authorized Representative and Date. An authorized representative of a joint venture or the prime contractor must sign and date the completed form. Signing attests that the information provided is current and factual, and that all firms on the proposed team agree to work on the project. Joint ventures selected for negotiations must make available a statement of participation by a principal of each member of the joint venture.

33. Name and Title. Self-explanatory.

**SAMPLE ENTRIES FOR SECTION G (MATRIX)**

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below first, before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Jane A. Smith	Chief Architect	X		X							
Joseph B. Williams	Chief Mech. Engineer	X	X	X	X						
Tara C. Donovan	Chief Elec. Engineer	X	X		X						

**29. EXAMPLE PROJECTS KEY**

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Federal Courthouse, Denver, CO	6	XYZ Corporation Headquarters, Boston, MA
2	Justin J. Wilson Federal Building, Baton Rouge, LA	7	Founder's Museum, Newport RI

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**Part II - General Qualifications**

See the "General Instructions" on page 1 for firms with branch offices. Prepare Part II for the specific branch office seeking work if the firm has branch offices.

1. Solicitation Number. If Part II is submitted for a specific contract, insert the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request.

2a-2e. Firm (or Branch Office) Name and Address. Self-explanatory.

3. Year Established. Enter the year the firm (or branch office, if appropriate) was established under the current name.

4. DUNS Number. Insert the Data Universal Numbering System number issued by Dun and Bradstreet Information Services. Firms must have a DUNS number. See FAR Part 4.6.

5. Ownership.

a. Type. Enter the type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.).

b. Small Business Status. Refer to the North American Industry Classification System (NAICS) code in the public announcement, and indicate if the firm is a small business according to the current size standard for that NAICS code (for example, Engineering Services (part of NAICS 541330), Architectural Services (NAICS 541310), Surveying and Mapping Services (NAICS 541370)). The small business categories and the internet website for the NAICS codes appear in FAR Part 19. Contact the requesting agency for any questions. Contact your local U.S. Small Business Administration office for any questions regarding Business Status.

6a-6c. Point of Contact. Provide this information for a representative of the firm that the agency can contact for additional information. The representative must be empowered to speak on contractual and policy matters.

7. Name of Firm. Enter the name of the firm if Part II is prepared for a branch office.

8a-8c. Former Firm Names. Indicate any other previous names for the firm (or branch office) during the last six years. Insert the year that this corporate name change was

effective and the associated DUNS Number. This information is used to review past performance on Federal contracts.

9. Employees by Discipline. Use the relevant disciplines and associated function codes shown at the end of these instructions and list in the same numerical order. After the listed disciplines, write in any additional disciplines and leave the function code blank. List no more than 20 disciplines. Group remaining employees under "Other Employees" in column b. Each person can be counted only once according to his/her primary function. If Part II is prepared for a firm (including all branch offices), enter the number of employees by disciplines in column c(1). If Part II is prepared for a branch office, enter the number of employees by discipline in column c(2) and for the firm in column c(1).

10. Profile of Firm's Experience and Annual Average Revenue for Last 5 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the experience categories which most accurately reflect the firm's technical capabilities and project experience. Use the relevant experience categories and associated profile codes shown at the end of these instructions, and list in the same numerical order. After the listed experience categories, write in any unlisted relevant project experience categories and leave the profile codes blank. For each type of experience, enter the appropriate revenue index number to reflect the professional services revenues received annually (averaged over the last 5 years) by the firm or branch office for performing that type of work. A particular project may be identified with one experience category or it may be broken into components, as best reflects the capabilities and types of work performed by the firm. However, do not double count the revenues received on a particular project.

11. Annual Average Professional Services Revenues of Firm for Last 3 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the appropriate revenue index numbers to reflect the professional services revenues received annually (averaged over the last 3 years) by the firm or branch office. Indicate Federal work (performed directly for the Federal Government, either as the prime contractor or subcontractor), non-Federal work (all other domestic and foreign work, including Federally-assisted projects), and the total. If the firm has been in existence for less than 3 years, see the definition for "Annual Receipts" under FAR 19.101.

12. Authorized Representative. An authorized representative of the firm or branch office must sign and date the completed form. Signing attests that the information provided is current and factual. Provide the name and title of the authorized representative who signed the form.

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List of Disciplines (Function Codes)

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Code	Description	Code	Description
01	Acoustical Engineer	32	Hydraulic Engineer
02	Administrative	33	Hydrographic Surveyor
03	Aerial Photographer	34	Hydrologist
04	Aeronautical Engineer	35	Industrial Engineer
05	Archeologist	36	Industrial Hygienist
06	Architect	37	Interior Designer
07	Biologist	38	Land Surveyor
08	CADD Technician	39	Landscape Architect
09	Cartographer	40	Materials Engineer
10	Chemical Engineer	41	Materials Handling Engineer
11	Chemist	42	Mechanical Engineer
12	Civil Engineer	43	Mining Engineer
13	Communications Engineer	44	Oceanographer
14	Computer Programmer	45	Photo Interpreter
15	Construction Inspector	46	Photogrammetrist
16	Construction Manager	47	Planner: Urban/Regional
17	Corrosion Engineer	48	Project Manager
18	Cost Engineer/Estimator	49	Remote Sensing Specialist
19	Ecologist	50	Risk Assessor
20	Economist	51	Safety/Occupational Health Engineer
21	Electrical Engineer	52	Sanitary Engineer
22	Electronics Engineer	53	Scheduler
23	Environmental Engineer	54	Security Specialist
24	Environmental Scientist	55	Soils Engineer
25	Fire Protection Engineer	56	Specifications Writer
26	Forensic Engineer	57	Structural Engineer
27	Foundation/Geotechnical Engineer	58	Technician/Analyst
28	Geodetic Surveyor	59	Toxicologist
29	Geographic Information System Specialist	60	Transportation Engineer
30	Geologist	61	Value Engineer
31	Health Facility Planner	62	Water Resources Engineer

**List of Experience Categories (Profile Codes)**

<b>Code</b>	<b>Description</b>	<b>Code</b>	<b>Description</b>
A01	Acoustics, Noise Abatement	E01	Ecological & Archeological Investigations
A02	Aerial Photography; Airborne Data and Imagery Collection and Analysis	E02	Educational Facilities; Classrooms
A03	Agricultural Development; Grain Storage; Farm Mechanization	E03	Electrical Studies and Design
A04	Air Pollution Control	E04	Electronics
A05	Airports; Nav aids; Airport Lighting; Aircraft Fueling	E05	Elevators; Escalators; People-Movers
A06	Airports; Terminals and Hangars; Freight Handling	E06	Embassies and Chanceries
A07	Arctic Facilities	E07	Energy Conservation; New Energy Sources
A08	Animal Facilities	E08	Engineering Economics
A09	Anti-Terrorism/Force Protection	E09	Environmental Impact Studies, Assessments or Statements
A10	Asbestos Abatement	E10	Environmental and Natural Resource Mapping
A11	Auditoriums & Theaters	E11	Environmental Planning
A12	Automation; Controls; Instrumentation	E12	Environmental Remediation
B01	Barracks; Dormitories	E13	Environmental Testing and Analysis
B02	Bridges	F01	Fallout Shelters; Blast-Resistant Design
C01	Cartography	F02	Field Houses; Gyms; Stadiums
C02	Cemeteries ( <i>Planning &amp; Relocation</i> )	F03	Fire Protection
C03	Charting: Nautical and Aeronautical	F04	Fisheries; Fish ladders
C04	Chemical Processing & Storage	F05	Forensic Engineering
C05	Child Care/Development Facilities	F06	Forestry & Forest products
C06	Churches; Chapels	G01	Garages; Vehicle Maintenance Facilities; Parking Decks
C07	Coastal Engineering	G02	Gas Systems (Propane; Natural, Etc.)
C08	Codes; Standards; Ordinances	G03	Geodetic Surveying: Ground and Air-borne
C09	Cold Storage; Refrigeration and Fast Freeze	G04	Geographic Information System Services: Development, Analysis, and Data Collection
C10	Commercial Building ( <i>low rise</i> ); Shopping Centers	G05	Geospatial Data Conversion: Scanning, Digitizing, Compilation, Attributing, Scribing, Drafting
C11	Community Facilities	G06	Graphic Design
C12	Communications Systems; TV; Microwave	H01	Harbors; Jetties; Piers, Ship Terminal Facilities
C13	Computer Facilities; Computer Service	H02	Hazardous Materials Handling and Storage
C14	Conservation and Resource Management	H03	Hazardous, Toxic, Radioactive Waste Remediation
C15	Construction Management	H04	Heating; Ventilating; Air Conditioning
C16	Construction Surveying	H05	Health Systems Planning
C17	Corrosion Control; Cathodic Protection; Electrolysis	H06	Highrise; Air-Rights-Type Buildings
C18	Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting	H07	Highways; Streets; Airfield Paving; Parking Lots
C19	Cryogenic Facilities	H08	Historical Preservation
D01	Dams ( <i>Concrete; Arch</i> )	H09	Hospital & Medical Facilities
D02	Dams ( <i>Earth; Rock</i> ); Dikes; Levees	H10	Hotels; Motels
D03	Desalinization ( <i>Process &amp; Facilities</i> )	H11	Housing ( <i>Residential, Multi-Family; Apartments; Condominiums</i> )
D04	Design-Build - Preparation of Requests for Proposals	H12	Hydraulics & Pneumatics
D05	Digital Elevation and Terrain Model Development	H13	Hydrographic Surveying
D06	Digital Orthophotography		
D07	Dining Halls; Clubs; Restaurants		
D08	Dredging Studies and Design		

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List of Experience Categories (Profile Codes)

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Code	Description	Code	Description
I01	Industrial Buildings; Manufacturing Plants	P09	Product, Machine Equipment Design
I02	Industrial Processes; Quality Control	P10	Pneumatic Structures, Air-Support Buildings
I03	Industrial Waste Treatment	P11	Postal Facilities
I04	Intelligent Transportation Systems	P12	Power Generation, Transmission, Distribution
I05	Interior Design; Space Planning	P13	Public Safety Facilities
I06	Irrigation; Drainage		
J01	Judicial and Courtroom Facilities	R01	Radar; Sonar; Radio & Radar Telescopes
L01	Laboratories; Medical Research Facilities	R02	Radio Frequency Systems & Shieldings
L02	Land Surveying	R03	Railroad; Rapid Transit
L03	Landscape Architecture	R04	Recreation Facilities (Parks, Marinas, Etc.)
L04	Libraries; Museums; Galleries	R05	Refrigeration Plants/Systems
L05	Lighting (Interior; Display; Theater, Etc.)	R06	Rehabilitation (Buildings; Structures; Facilities)
L06	Lighting (Exteriors; Streets; Memorials; Athletic Fields, Etc.)	R07	Remote Sensing
M01	Mapping Location/Addressing Systems	R08	Research Facilities
M02	Materials Handling Systems; Conveyors; Sorters	R09	Resources Recovery; Recycling
M03	Metallurgy	R10	Risk Analysis
M04	Microclimatology; Tropical Engineering	R11	Rivers; Canals; Waterways; Flood Control
M05	Military Design Standards	R12	Roofing
M06	Mining & Mineralogy	S01	Safety Engineering; Accident Studies; OSHA Studies
M07	Missile Facilities (Silos; Fuels; Transport)	S02	Security Systems; Intruder & Smoke Detection
M08	Modular Systems Design; Pre-Fabricated Structures or Components	S03	Seismic Designs & Studies
N01	Naval Architecture; Off-Shore Platforms	S04	Sewage Collection, Treatment and Disposal
N02	Navigation Structures; Locks	S05	Soils & Geologic Studies; Foundations
N03	Nuclear Facilities; Nuclear Shielding	S06	Solar Energy Utilization
O01	Office Buildings; Industrial Parks	S07	Solid Wastes; Incineration; Landfill
O02	Oceanographic Engineering	S08	Special Environments; Clean Rooms, Etc.
O03	Ordnance; Munitions; Special Weapons	S09	Structural Design; Special Structures
P01	Petroleum Exploration; Refining	S10	Surveying; Platting; Mapping; Flood Plain Studies
P02	Petroleum and Fuel (Storage and Distribution)	S11	Sustainable Design
P03	Photogrammetry	S12	Swimming Pools
P04	Pipelines (Cross-Country - Liquid & Gas)	S13	Storm Water Handling & Facilities
P05	Planning (Community, Regional, Areawide and State)	T01	Telephone Systems ( <i>Rural; Mobile; Intercom, Etc.</i> )
P06	Planning (Site, Installation, and Project)	T02	Testing & Inspection Services
P07	Plumbing & Piping Design	T03	Traffic & Transportation Engineering
P08	Prisons & Correctional Facilities	T04	Topographic Surveying and Mapping
		T05	Towers ( <i>Self-Supporting &amp; Guyed Systems</i> )
		T06	Tunnels & Subways

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List of Experience Categories (Profile Codes)

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Code	Description
U01	Unexploded Ordnance Remediation
U02	Urban Renewals; Community Development
U03	Utilities (Gas and Steam)
V01	Value Analysis; Life-Cycle Costing
W01	Warehouses & Depots
W02	Water Resources; Hydrology; Ground Water
W03	Water Supply; Treatment and Distribution
W04	Wind Tunnels; Research/Testing Facilities Design
Z01	Zoning; Land Use Studies

# ARCHITECT - ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

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2. PUBLIC NOTICE DATE

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3. SOLICITATION OR PROJECT NUMBER

---

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

---

5. NAME OF FIRM

---

6. TELEPHONE NUMBER

---

7. FAX NUMBER

---

8. E-MAIL ADDRESS

---

### C. PROPOSED TEAM

*(Complete this section for the prime contractor and all key subcontractors.)*

(Check)		9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
PRIME	J.V. PARTNER SUBCONTRACTOR			
a.		<input type="checkbox"/> CHECK IF BRANCH OFFICE		
b.		<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.		<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.		<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.		<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.		<input type="checkbox"/> CHECK IF BRANCH OFFICE		

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

*(Attached)*

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
*(Complete one Section E for each key person.)*

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM

15. FIRM NAME AND LOCATION *(City and State)*

16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i>	17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i>
--------------------------------------------------	---------------------------------------------------------------------

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>

a. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE  Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>

b. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE  Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>

c. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE  Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>

d. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE  Check if project performed with current firm

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>

e. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE  Check if project performed with current firm

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b>
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21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.			
b.			
c.			
d.			
e.			
f.			



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**H. ADDITIONAL INFORMATION**

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

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**I. AUTHORIZED REPRESENTATIVE**

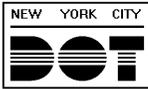
The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

33. NAME AND TITLE





**NEW YORK CITY  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF BRIDGES**

**P.I.N. 84108SIBR330**

**Contract No. HBR1217**

**REQUEST FOR PROPOSAL  
REHABILITATION OF RAMP STRUCTURES  
AT THE ST. GEORGE, STATEN ISLAND FERRY TERMINAL**

**BIN # 2269730, 2269740, 2269750,  
2269760, 2269770, 2269780,  
2269790, 2270170, 2270180**

Date Advertised \_\_\_\_\_

Proposals \_\_\_\_\_

Ordered On \_\_\_\_\_

Date Completed \_\_\_\_\_

Contractor \_\_\_\_\_

\_\_\_\_\_  
Contractor

Dated \_\_\_\_\_, 20\_\_\_\_

APPROVED AS TO FORM  
CERTIFY AS TO LEGAL AUTHORITY

\_\_\_\_\_  
Acting Corporation Counsel

Dated \_\_\_\_\_, 20\_\_\_\_

EXAMINED AND FOUND CORRECT

\_\_\_\_\_  
Contract Clerk

Entered in the Comptroller's Office

Dated \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
First Assistant Bookkeeper

Worked By \_\_\_\_\_

Checked By \_\_\_\_\_

Date \_\_\_\_\_