

REQUEST FOR PROPOSAL

The New York City Department of Transportation, Division of Human Resources & Facilities, cordially invites your company to submit a proposal for the following:

Solar PV System Services at 1400 Williamsbridge Road, Bronx and 300 West 206th Street, Manhattan

PIN No. 84117MBAD115

Proposal document will be available starting, **January 16, 2018** and can be downloaded free of charge from the City Record Website at <https://a856-cityrecord.nyc.gov/>

A printed copy of the proposal can also be purchased at:

New York City Department of Transportation

Office of the Agency Chief Contracting Officer/Contact Management Unit

55 Water Street, Ground Floor, New York, NY 10041 between 9:00am – 3:00pm, Monday to Friday (Holidays Excluded) (212) 839-9435.

*A deposit of \$50.00 is required for the proposal in the form of a **Certified Check or Money Order** payable to: New York City Department of Transportation. **NO CASH ACCEPTED**. Company address, telephone and fax numbers are required when picking up contract documents.*

A Pre-Proposal Conference (Optional) will be held on **January 23, 2018 @ 11:00 AM @ 55 Water Street Ground Floor Conference Room, New York, NY 10041**. A **site visit** for the Road facility is scheduled for 300 West 206th Street facility is scheduled for January 24, 2018 at **10:30AM** and for the 1400 Williamsbridge Road facility at **12:30PM** (same date).

Sealed proposal must be submitted by 2:00 PM on February 20, 2018 to 55 Water Street, Ground Floor, New York, NY 10041. (Entrance is located on the South Side of the Building facing the Vietnam Veterans Memorial). Proper government issued identification is required for entry to the building (driver's license, passport, etc.)

This Procurement is subject to participation goals for Minority-owned Business Enterprises (MBEs) as required by Section 6-129 of the New York Administrative Code. The M/WBE goal for this project is 15%. For additional information, please contact David Maco at (212) 839-9400.