

July 8, 2009

Amendment No. 1

**INDEPENDENT MONITORING OF LEAD PAINT REMOVAL AND
ENVIRONMENTAL REMEDIATION OPERATIONS AT VARIOUS BRIDGES,
CITYWIDE
CONTRACT NO: HBMPL5
PIN: 84109MBBR388**

Addendum #1
July 8, 2009

NOTICE TO ALL PROPOSERS:

1. The Proposal Due Date remains unchanged at July 14, 2009.
2. **Delete:** Table of Contents, Page 1
Replace: Table of Contents, Page 1-R in its entirety
3. **Delete:** Section IV: Format and Content of The Proposal, Page 6 and 7
Replace: Section IV: Format and Content of The Proposal, Page 6-R and 7-R in its entirety

Attach To Contract Document

**New York City Department of Transportation
Division of Bridges
Office of Consultant Programs**

**INDEPENDENT MONITORING OF LEAD PAINT REMOVAL AND
ENVIRONMENTAL REMEDIATION OPERATIONS AT VARIOUS BRIDGES,
CITYWIDE
CONTRACT NO: HBMPL5
PIN: 84109MBBR388**

**Addendum #1
July 8, 2009**

**Please be advised NO further questions will be entertained on this
procurement**

This Addendum is Hereby Made Part of the Contract Documents

NOTE:

Attached please find:

- 1. Addendum No. 1**
- 2. Delete Page 1 Table of Contents – Replace with Page 1-R Table of Contents**
- 3. Delete Page 6 and 7 – Replace with Pages 6-R and 7-R.**
- 4. Responses to Pre-Proposal Conference Questions Raised to the Agency**
- 5. Attendance Sheet**
- 6. Acknowledgement Receipt**

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4A. Component 2D: Proposal Narrative

Firms bidding on this contract shall be an independent third party. A conflict of interest exists for firms performing work on this contract in an independent oversight role while also providing these services on separate NYCDOT Division of Bridges projects. Firms can not provide independent oversight of their own firm on other NYSDOT Division of Bridges projects. In the case where the firm is the prime consultant or sub-consultant on a NYCDOT Division of Bridges project for field inspection services consisting of coating removal, inspection, testing and application operations, or where any proposed sub-contractor, either substantially or incidentally performed work on that contract, attached a narrative addressing the following:

- Demonstrate that the firm, and /or each proposed sub-contractor that is currently or in the future providing inspection services in regards to field inspection of coating removal, inspection, testing and application operations, has no conflict of interest that would prevent them from performing properly on Contract HBMP5 Independent Monitoring of Lead Paint Removal and Environmental Remediation Operations at Various Bridges, Citywide. In addition submit a written affirmation from the firm, and /or from each proposed sub-contractor attesting to the same.
- Demonstrate that the work of each firm and/or proposed sub-contractor that incidentally performed on the NYCDOT Division of Bridges project, if any, was, in fact, incidental and that the firm and each sub-contractor has no conflict of interest that would prevent them from performing properly on the related NYCDOT Division of Bridges project or on Contract HBMP5 Independent Monitoring of Lead Paint Removal and Environmental Remediation Operations at Various Bridges, Citywide. In addition, submit a written affirmation from each such sub-contractor attesting to the same.

5. Component 3: Cost Proposal

A Cost Proposal Forms Packet has been supplied with this Request for Proposals and should be fully completed and ONLY one (1) original set should be submitted in a separate sealed envelope and included in the proposal package as follows:

Cost Proposal

FORM 4T1	LABOR COST PROPOSAL*
FORM 4T2	COST PROPOSAL SUMMARY*
FORM 4T3	PERFORMANCE OUTCOME MEASURES & FINANCIAL INCENTIVES AND/OR DISINCENTIVES

NOTE:* FORM 4T1 (COLUMNS 3, 4 AND 5), AND FORM 4T2 ARE TO BE COMPLETED AND SUBMITTED AS PART OF YOUR COST PROPOSAL PACKET.

Performance Outcome Measures and Financial Incentives and/or Disincentives

Performance outcome measures and their related financial incentives and/or disincentives should be proposed in Form 4T3. List and describe desired performance outcomes or targets for the work to be performed by the proposer under the contract along with the related financial incentives and/or disincentives that could potentially be applied to the contract. While the proposer's proposed performance outcome measures and related financial incentives and/or disincentives will not be scored, they may be considered by the agency while awarding the contract and structuring its payments to the consultants.

All components should be individually sealed and labeled (i.e., **Component 1, Component 2A, Component 2B, Component 2C & Component 3**) to indicate the contents of each package and placed in an outer envelope or wrapper. Address all component packages, outer envelopes or wrappers as follows:

Proposer's Name
Address

NYCDOT ACCO Contract Management Unit
55 Water Street, Ground Floor
New York, New York 10041

PIN No 84109MBBR388
CONTRACT NO. HBMP5
INDEPENDENT MONITORING OF LEAD PAINT REMOVAL AND ENVIRONMENTAL REMEDIATION OPERATIONS AT VARIOUS BRIDGES, CITYWIDE
PROPOSAL SUBMISSION DEADLINE IS JULY 14, 2009 NO LATER THAN 2:00 PM

The individually sealed proposals should be submitted at the time and place as indicated in Section I, Timetable.

B. Proposal Package Contents ("Checklist")

CHECKLIST FOR RFP

The Proposal Packet should contain the following materials. Proposers should utilize this section as a checklist to ensure completeness prior to submitting their proposal to the Agency.

1. COMPONENT 1 – Submit one (1) original set

- 1P Proposal Cover Letter
- 2P Acknowledgment of Addenda
- 3P Affirmation Form

2. COMPONENT 2A – Submit one (1) original and four (4) copies

- 1T Quality and Relevance of Prior Experience (Firm in General)
- 2T Proposed Staff (Resumes)/Experience
- 3T Overall Project Understanding & Approach
- 4T Job Titles and Hours Proposed
- 5T NYCDOT Workload Disclosure (2 pgs.)

3. COMPONENT 2B- Submit one (1) original set

- SCHEDULE B SUBCONTRACTOR UTILIZATION PLAN
(To be submitted in a separate sealed envelope along with the Technical Proposal)

**4. COMPONENT 2C - LOCAL LAW 34 –“Doing Business Data Form”-
Submit ONLY one (1) original set**

- Doing Business Data Form
(To be submitted in a separate sealed envelope as a part of Technical Proposal)

**4A. COMPONENT 2D – Submit one (1) original and four (4) copies
(To be submitted in a separate sealed envelope as a part of Technical Proposal)**

- Proposal Narrative (Conflict of Interest)

5. COMPONENT 3: COST PROPOSAL – Submit ONLY one (1) original set in a separate sealed envelope

- 4T-1 Labor Cost Proposal
- 4T-2 Cost Proposal Summary
- 4T-3 Performance Outcome Measures and Financial Incentives and/or Disincentives

QUESTIONS AND ANSWERS:

Q1. Will there be any repercussions if a sub-contractor appears in the Request for Proposals ("RFP") of more than one prime contractor?

A1: A Sub-Consultant may appear on more than one (1) team responding to the RFP.

Q2. Are there any potential conflicts that would prevent a firm from bidding on this project? If so, what would be an example of types of conflicts that would be problematic?

A2: An Independent Overseer is needed. There must be no affiliations with the consultant's work assignment. A Consultant cannot inspect or oversee its own or Sub-consultant's work.

Q3. In the RFP, it is mentioned that if a consultant is providing similar service or providing REI Service on a NYCDOT Bridge other than this contract, then it is deemed conflict of interest. Please clarify. Does it mean disqualification?

A3: Yes, it is a Conflict of Interest and a proposal is subject to disqualification. Refer to RFP, Section V, at Paragraph D.

Q4. Do Consultant personnel need to have certificates, (SSPC, Competent Person C-3, EPA Method 9 Certification, OSHA 40 Hrs) of training prior to submission of the RFP?

A4: Yes, Consultant personnel must have proper certifications at the time of submission of Proposal.

Q5. If a Consultant completed work on NYCDOT project, is it still a conflict of interest?

A5: If a consultant is or has worked on a DOT project which is Not Bridge related or completed a Bridge related contract there is no conflict of interest.

Q6. Will the Sign-in-Sheets be made available?

A6: Yes, sign-in-sheet attached.

Q7. Is a firm ineligible for award if they have a pre-existing contract with NYCDOT for Resident Engineering or Contract Management services and as such a potential exists for there to be assignments under the environmental contract that overlap with those of the pre-existing contract?

A7: Please refer to: Section V. Proposal Evaluation and Contract Award Procedures, Paragraph D, Conflict of Interest.

Firms bidding on this contract shall be an independent third party. A conflict of interest exists for firms performing work on this contract in an independent oversight role while also providing these services on separate NYCDOT Division of Bridges projects. Firms can not provide independent oversight of their own firm on other NYSDOT Division of Bridges projects. In the case where the firm is the prime consultant or sub-consultant on a NYCDOT Division of Bridges project for field inspection services consisting of coating removal, inspection, testing and application operations, or where any proposed sub-contractor, either substantially or incidentally performed work on that contract...

Q8. Do sub consultant firms also need to be independent from other vendors working simultaneously on a given DOT bridge project or is it allowable since the prime contract holder bears the responsibility and accountability of performance to the Department?

A8: All Firms whether the Prime and its Sub-Consultant which team is awarded this contract cannot have any existing relationships to any on going Bridge project or future Bridge project which maybe inspected under this contract.

Q9. Can a firm propose as a prime and also be identified as a sub consultant in another firm's proposal?

A9: Yes, you can submit as a prime and/or team up with another firm as a sub-consultant.

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

ACKNOWLEDGEMENT RECEIPT OF ADDENDUM #1

**INDEPENDENT MONITORING OF LEAD PAINT REMOVAL AND
ENVIRONMENTAL REMEDIATION OPERATIONS AT VARIOUS
BRIDGES, CITYWIDE
CONTRACT NO: HBMPL5
PIN: 84109MBBR388**

Addendum #1

TOGETHER WITH ALL WORK INCIDENTAL THERETO

I, _____
(NAME AND TITLE)

**A duly authorized representative of
(NAME OF PROPOSERS)**

**Acknowledge receipt of Addendum No. 1 dated July 8, 2009 for the
Contract No. HBMPL5**