

Attach To Contract Document

**New York City Department of Transportation  
Division of Bridges  
Bureau of Specialty Engineering and Construction  
Design Build/Emergency Contracts Unit**

**REQUEST FOR PROPOSAL**

**RESIDENT ENGINEERING INSPECTION SERVICES  
IN CONNECTION WITH  
DESIGN BUILD FOR THE REHABILITATION OF  
THE ST. GEORGE STATEN ISLAND FERRY TERMINAL RAMPS  
BOROUGH OF STATEN ISLAND  
CONTRACT No. HBR1217A  
P.I.N. 84106SIBR095**

**Addendum #1**

**August 4, 2006**

**This Addendum Is Hereby Made Part Of The Contract Documents**

**NOTE:**

**Attached please find:**

- 1. Addendum No. 1**
- 2. Acknowledgement Receipt**

THE CITY OF NEW YORK  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF BRIDGES

REQUEST FOR PROPOSAL

P.I.N. 84106SIBR095  
CONTRACT No. HBR1217A

Resident Engineering Inspection Services  
In Connection with  
Design Build for the Rehabilitation of  
The St. George Staten Island Ferry Terminal Ramps  
Borough of Staten Island  
Bin: Various

ADDENDUM # 1  
August 4, 2006

- REFER TO: REQUEST FOR PROPOSAL, Page 2, SECTION I - TIMETABLE, Item C: Proposal Due Date and Time and Location, reading: "Date: August 21, 2006".
- CHANGE TO: **To read: "Date: August 25, 2006."**
- REFER TO: REQUEST FOR PROPOSAL, Specific Requirements of the Contract for the Services of the Engineer, Page SR-2, Anticipated time frame of engagement, reading: "...Duration of 1020 calendar days will be required to complete the design build project, which includes 1,095 days dedicated to construction activities..."
- CHANGE TO: **To read: "Duration of 1,460 consecutive calendar days will be required to complete the design build project, which includes 1,095 calendar days dedicated to construction activities."**
- REFER TO: REQUEST FOR PROPOSAL, Specific Requirements of the Contract for the Services of the Engineer, Page SR-2, Agency's assumption..., 5<sup>th</sup> bullet item, reading: "Prior successful relevant 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 10 years, and was managed by the regional office."
- DELETE: **5<sup>th</sup> bullet item in its entirety.**
- REFER TO: REQUEST FOR PROPOSAL, Specific Requirements of the Contract for the Services of the Engineer, Page SR-2, Agency's assumption..., 8<sup>th</sup> bullet item, reading: "Employ at least 7 full-time design engineers at the regional office."
- DELETE: **8<sup>th</sup> bullet item in its entirety.**

REFER TO: REQUEST FOR PROPOSAL, Specific Requirements of the Contract for the Services of the Engineer, Page SR-2, Agency's assumption..., last bullet item, reading: "The firm has at least two CADD stations and at least two trained CADD operators on staff to provide CADD drawings."

**DELETE:** Last bullet item in its entirety.

REFER TO: REQUEST FOR PROPOSAL, Specific Requirements of the Contract for the Services of the Engineer, Page SR-3, Agency's assumption..., 1<sup>st</sup> bullet item, reading: "Understanding of what is required to be included in a Design Build RFP."

**DELETE:** 1<sup>st</sup> bullet item in its entirety.

REFER TO: REQUEST FOR PROPOSAL, Specific Requirements of the Contract for the Services of the Engineer, Page SR-3, Agency's assumption..., 2<sup>nd</sup> bullet item, reading: "Understanding of the type and intensity of coordination required for preparation and inclusion of relevant information in the Design Build RFP."

**DELETE:** 2<sup>nd</sup> bullet item in its entirety.

REFER TO: REQUEST FOR PROPOSAL, SECTION VII E – Cost Proposal Forms Packet, bottom of Form 4T1 – Labor Cost Proposal, reading: "Maximum Escalation Factor = 1.07"

**CHANGE TO:** To read: "Maximum Escalation Factor = 1.08"

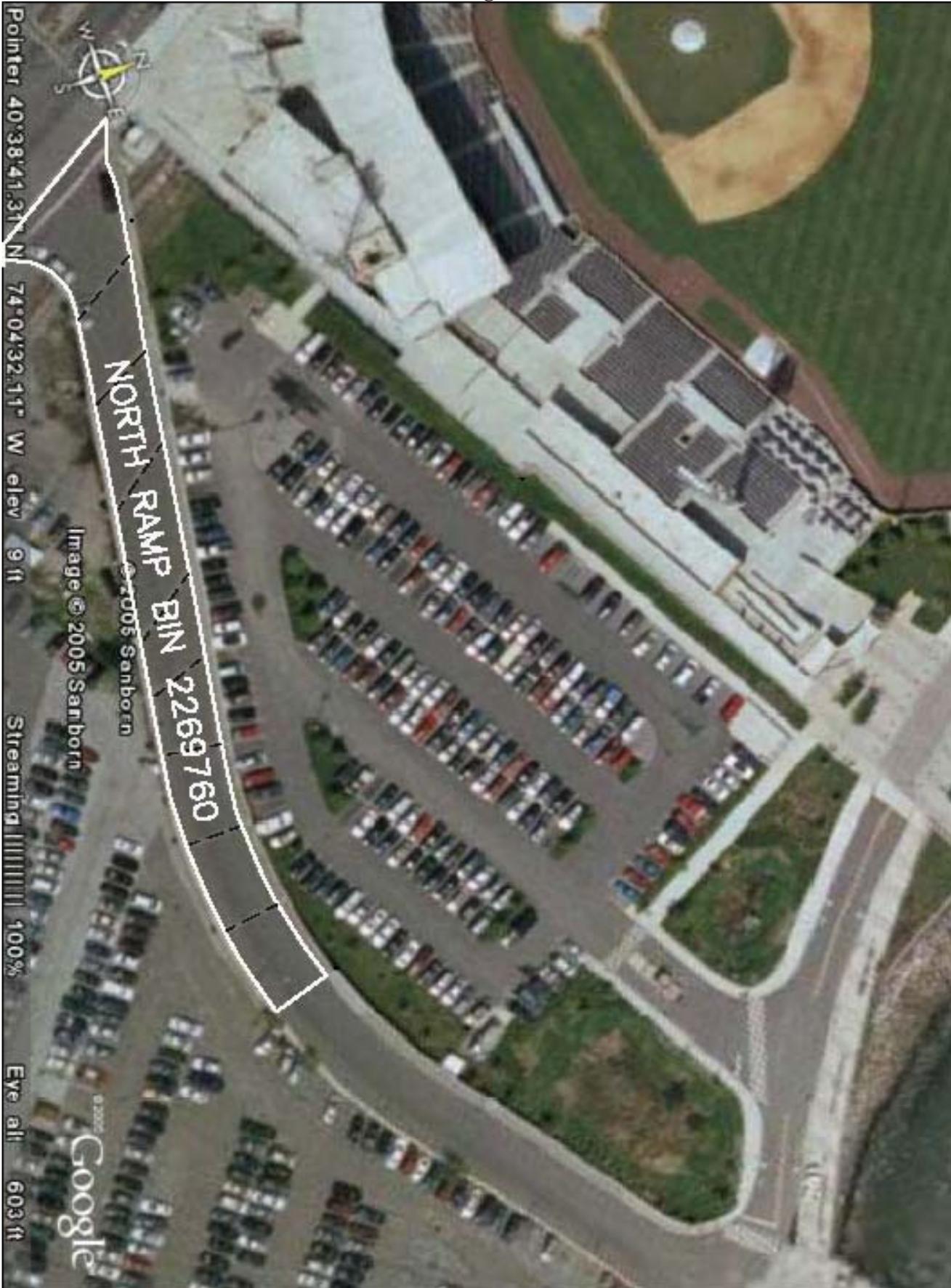
REFER TO: REQUEST FOR PROPOSAL, Section V: Proposal Evaluation and Contract Award Procedures, Page 8, Subsection A, Evaluation Procedures.

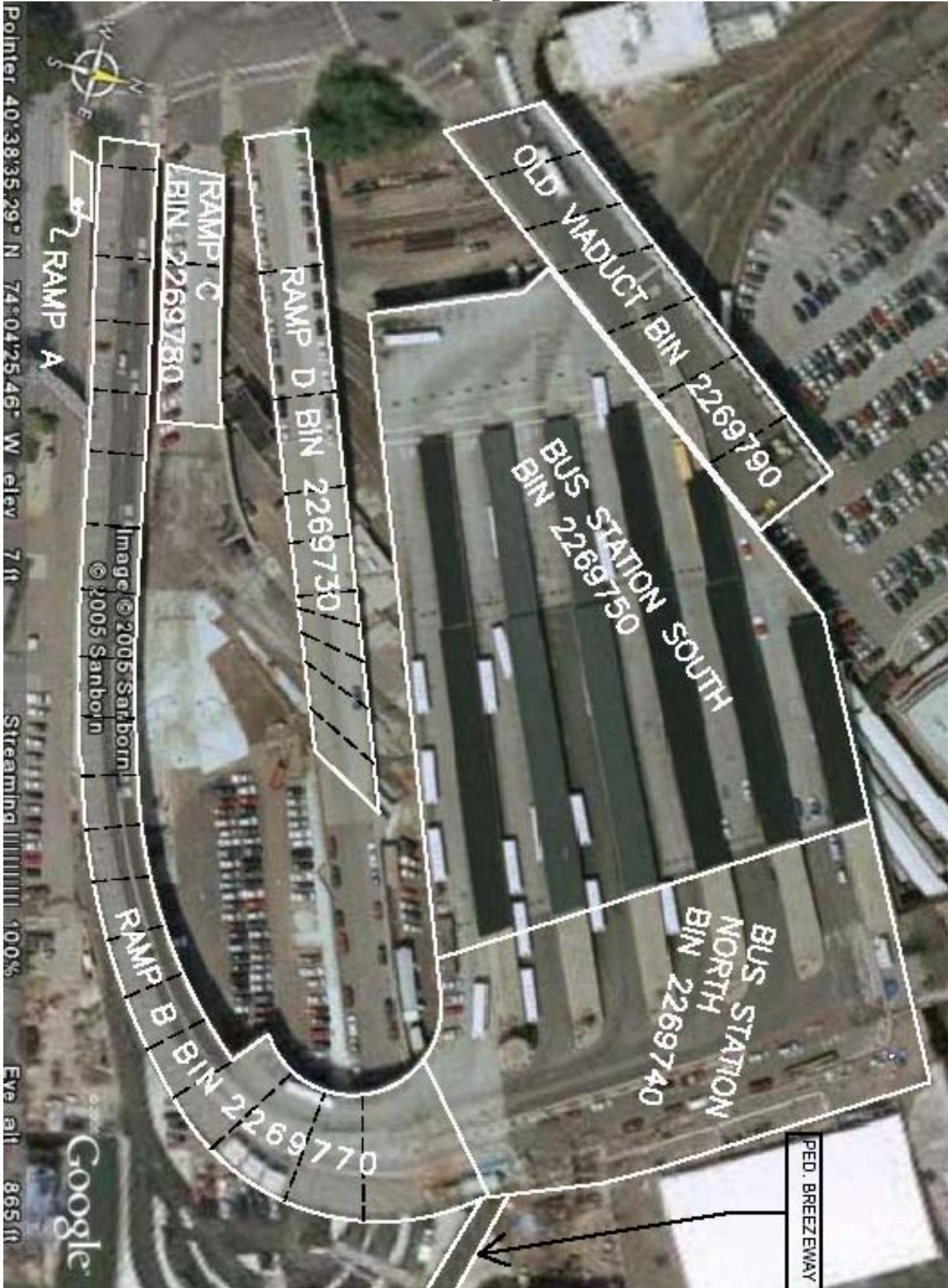
**ADD:** New paragraph at end of subsection to read: "M/WBE participation is strongly encouraged as per new City Local Law 129."

REFER TO: REQUEST FOR PROPOSAL, Specific Requirements of the Contract for the Services of the Engineer

**INSERT:** Attached pages A1-SR5, A1-SR6, A1-SR7, A1-SR8 and A1-SR9

**CLARIFICATION:** Column 4 (Average Hourly Rate) of Form 4T1 – Labor Cost Proposal refers to projected hourly rate at mid-point of the construction duration of the project. Rates are subject to approval by NYCDOT Engineering Audit Bureau.





**Minimum Staffing**

The consultant's attention is directed to the fact that the construction activities may be carried out day and night and at several locations simultaneously. It is anticipated that, due to railroad restrictions, much of the painting activities will be performed at night and weekends. A greater portion of the painting work will be executed over and/or around the SIRTOA railroad tracks and properties. Track safety training will be required for any personnel involved in the work inspection. It is expected that the painting work will extend 2 years over the length of the contract.

The consultant must use judgment in formulating the adequate staffing that will be required for the project. However, the proposal must include at a minimum the following personnel:

- 1 Resident Engineer for the duration of the contract
- 1 Project Manager for the duration of the contract
- 1 Assistant Resident Engineer for nighttime operations from start to end of nighttime construction activities. Assume 2 ½ years of nighttime construction activities.
- 1 Office Engineer for the duration of the contract
- 5 Inspectors (3 for daytime and 2 for nighttime) from start to end of construction activities. Assume 3 years of daytime construction activities and 2 ½ years of nighttime construction activities.
- 1 Environmental Inspector from start to end of painting activities
- 1 Coating Inspector from start to end of painting activities
- 1 Certified Industrial Hygienist on a part-time basis (assume 15 hours per week) from start to end of painting activities
- 1 scheduler from start to end of construction activities

**Notification Procedures Regarding Major Bridge Roadway Closures**

Effective immediately, the following notification procedures are to be followed when any major roadway closures are anticipated.

No less than a **seven-day** notice to the public for lanes closures is required when:

- More than two thirds of the moving lanes **per direction** are closed to traffic for more than 15 minutes per hour between the hours of 1:00 AM and 5:00 AM.
- Half (50%) or more of the moving lanes **per direction** are closed to traffic for any duration during all other hours.

Appropriate signage must be in place for not less than one week before the closure is to take place as well as appropriate public notification to affected communities as well as the Press Office and the Communications Center.

A written request to the Office of Construction Mitigation and Coordination (OCMC) for lane closures is to be submitted and sent to the appropriate individual in OCMC with a copy to the Chief Staff Manager/Executive Director of Community Affairs (Bridges) and the Assistant Commissioner of OCMC.

Upon verbal concurrence from OCMC and in anticipation of OCMC permit, a Community Notification is to be distributed at least seven days earlier, to the project's pre-approved notification list, including but not limited to Press Office and Communications Center.

When the OCMC permit is received and work is scheduled, the Deputy Chief Engineer must notify the Chief Bridge Officer, the Chief Staff Manager/Executive Director of Community Affairs (Bridges).

These procedures are to be strictly adhered to. The only exception will be emergencies and must be approved by the Chief Bridge Officer.

It is imperative that the public receive timely notification of all major roadway closures so that they may have an opportunity to plan alternate travel routes or expect delays.

**CONTRACT No. HBR1217A**

**PIN: 84106SIBR095**

**Page A1-SR9**

**Accident forms**

Attached are two forms for use when accidents occur at contracted construction sites. Both forms must be filled out by the Resident Engineer for the project at the time of the accident or when the Resident Engineer is first notified of the accident. The forms must be sent to the Insurance Carrier for the General Contractor with copies being sent to the Project Engineer and Engineer-In-Charge and a copy must be placed in the project file.

Additionally, the Resident Engineer must notify the Chief Bridge Officer's office of all accidents. A call must be placed to 212-788-2100 during normal working hours of 8:00 AM to 6:00 PM. If the accident occurs after 6:00 PM and before 8:00 AM or there is no answer at the above number, the Communications Center must be notified at 212-442-7090.

**Division of Bridges  
New York City Department of Transportation  
2 Rector Street – 8<sup>th</sup> Floor  
New York, NY 10006**

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

**ACCIDENT REPORT TO INSURANCE CARRIER**

[Provide the name and address of the contractor's CGL carrier for this project]

Name of Contractor: \_\_\_\_\_

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

Contract Number: \_\_\_\_\_

Policy Numbers: \_\_\_\_\_ and all other CGL, OCP, excess, and other policies.

Dear Sir or Madam:

You are hereby informed of the accident described in the attached "NYCDOT Accident Report Form". In addition, the City of New York hereby demands defense and indemnification on any claims or actions that may arise from this accident.

Very truly yours,

Resident Engineer

Enclosure

C: [General Contractor], EIC, Project File

**NYCDOT ACCIDENT REPORT FORM**

Date of Incident: \_\_\_\_\_

Time of Incident: \_\_\_\_\_

Location: \_\_\_\_\_

Description of Incident / Property Damaged: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Description of Injuries (if any): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Person (s) that Initially Responded to the Incident: \_\_\_\_\_

\_\_\_\_\_

REI Consultant's Name: (Print) \_\_\_\_\_

Project Name / Contract No.: \_\_\_\_\_

Comptroller's Registration No.: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Date Submitted to Litigation Support: \_\_\_\_\_

Date Accident Report Form was Submitted to Insurance Carrier: \_\_\_\_\_

Date Notification of Accident was sent to Insurance Carrier: \_\_\_\_\_

Date Submitted to Contractor: \_\_\_\_\_

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

**N.Y.C. P.I.N. 84106SIBR095  
CONTRACT No. HBR1217A**

**REQUEST FOR PROPOSAL**

**RESIDENT ENGINEERING INSPECTION SERVICES  
IN CONNECTION WITH  
DESIGN BUILD FOR THE REHABILITATION OF  
THE ST. GEORGE STATEN ISLAND FERRY TERMINAL RAMPS  
BOROUGH OF STATEN ISLAND  
BIN: VARIOUS**

**TOGETHER WITH ALL WORK INCIDENTAL THERETO**

I, \_\_\_\_\_  
(NAME AND TITLE)

\_\_\_\_\_  
a duly authorized representative of  
(NAME OF PROPOSERS)

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acknowledge receipt of Addendum No.1 dated August 4, 2006 for the Contract No. HBR1217A for which proposals will be received by 2:00 PM on August 25, 2006.