



NEW YORK CITY DEPARTMENT OF  
DESIGN + CONSTRUCTION

**DR. FENIOSKY PEÑA-MORA**  
Commissioner

**RAMON RODRIGUEZ**  
Acting Agency Chief  
Contracting Officer

**June 17, 2014**

**ADDENDUM NO. 1**

**PROJECT: HWCQR03S, Requirements Contracts for Resident Engineering Inspection Services for Small Infrastructure Projects, Citywide**

**PIN: 8502014HW0035P-44P**

THE ADDENDUM IS ISSUED FOR THE PURPOSE OF AMENDING THE REQUIREMENTS OF THE REQUEST FOR PROPOSALS AND IS HEREBY MADE A PART OF SAID REQUEST FOR PROPOSALS TO THE SAME EXTENT AS THOUGH IT WERE ORIGINALLY THEREIN.

**Request for Proposals**

- Section II, A has been revised. Delete RFP-3 and replace with revised RFP-3 appended to this addendum.

**Contact: Belkis Palacios, palaciob@ddc.nyc.gov  
Phone No.: 718-391-1866**

By signing in the space provided below, the Proposer acknowledges receipt of this Addendum.

**THIS ADDENDUM MUST BE SIGNED BY THE PROPOSER FOR THE CONTRACT AND ATTACHED TO THE TECHNICAL PROPOSAL.**

**Veronica Nnabugwu  
Deputy Agency Chief Contracting Officer**

\_\_\_\_\_  
**Name of Proposer**

By \_\_\_\_\_

Title \_\_\_\_\_



**SECTION II. SUMMARY OF THE REQUEST FOR PROPOSALS****A. General**

The New York City Department of Design and Construction (“DDC”), Division of Infrastructure, intends to enter into requirements contracts for resident engineering inspection services, as described below. The selected engineering firms will be required to provide all services necessary and required for the inspection, management, coordination and administration of the project, from commencement through substantial completion, final acceptance, and project close-out. The projects for which services are required shall be specified by the Commissioner on a Task Order basis and may be located in any of the five Boroughs.

- Requirements Contracts for Small Projects: DDC intends to enter into requirements contracts with up to ten (10) qualified engineering firms to provide resident engineering inspection services for various infrastructure construction projects with an estimated construction cost of \$8 million dollars or less.
- Requirements Contracts for Large Projects: DDC intends to enter into requirements contracts with up to ten (10) qualified engineering firms to provide resident engineering inspection services for various infrastructure construction projects with an estimated construction cost of more than \$8 million dollars.

Through this RFP, DDC intends to engage up to ten (10) qualified firms to provide resident engineering inspection services for various small projects. Submission of proposals for the Requirements Contracts for Small Projects is subject to the restrictions set forth below.

- Size of Firm: Submission of proposals for this contract is limited to small firms, i.e., firms in which the total number of personnel on staff is 65 or fewer. Any proposal for this contract submitted by a proposer that has more than 65 personnel on staff will be found non-responsive.
- Subconsulting: The following limitations shall apply:
  - (1) The proposer cannot identify as a subconsultant any other proposer (firm or joint venture) that submits a proposal for this requirements contract for small infrastructure projects; and
  - (2) The proposer can identify as a subconsultant any proposer (firm or joint venture) that submits a proposal for the requirements contract for large infrastructure projects.

Note that on a concurrent basis, DDC is proceeding with two solicitations: this solicitation for ten requirements contracts for small infrastructure projects, and another solicitation for ten requirements contracts for large infrastructure projects.

- Joint Ventures: Proposals for this contract may be submitted by Joint Ventures; provided, however, the combined total number of personnel on staff for all parties to the Joint Venture must be 65 or fewer. In addition, any firm that submits a proposal for this contract, either on its own or as a party to a Joint Venture, may not be a party to a Joint Venture that is submitting a proposal for the Requirements Contracts for Large Projects. Any proposal for the Requirements Contracts for Large Projects that violates this restriction will be found non-responsive.