

October 6, 2016

**ADDENDUM NO. 1**

**PROJECT: REI Services for the Construction of Sanitary & Storm Sewers, Water Mains and Appurtenances in Ramble Road Area, Etc., Borough of Staten Island.**

**PIN: 8502016SE0037P**

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.

**QUESTIONS AND ANSWERS**

- Responses to consultant questions are attached to this addendum.

Contact: Peter Cabrera  
Phone No.: (718) 391-1632

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.**



Andrew Cammock  
Director of Professional Contracts

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

By \_\_\_\_\_

Title \_\_\_\_\_

## Questions and Answers

**Question 1a:** Do I have to submit an insurance cert (active one), or a quote is sufficient at the bidding phase?

**Question 1b:** Should I meet the limits in section 7.03 for Prof Liability Insurance in the contract terms in the RFP or is this for the Contractor's prof Consultants/Subs?

**Question 1c:** Do I have to submit prof. liability insurance certs of my Subs (MBE Subs) with my proposal package.

**Question 1d:** Do I only need to provide a quote with the bid until I am awarded, then provide the cert and the notarized cert by the broker?

**Question 1e:** Article 7 dictates that an ACORD Insurance Cert will be requested upon Award. However, I find this statement on the last page of the proposal, where the insurance broker/agent signs and notarizes on the accuracy of the "attached" insurance certificate. Please clarify whether or not I need to submit an Insurance Cert/ACORD Cert with my proposal.

**Answer:** **At this time, the proposer is not required to submit a certificate of insurance with their proposal. Any insurance information will be requested by the Department of Design and Construction from the vendor that is selected for the contract award.**

**Question 2:** Will the DDC accept a combined SF330 for JV Members?

**Answer:** **Yes, the prime JV team members can submit a combined SF330. Please be advised that even though the sub consultants are required to be referenced on Part I of the SF330, they will still need their separate and complete SF330s in the proposal.**

**Question 3:** Please clarify which forms are necessary for the sub consultants to submit.

**Answer:** **Sub consultants are required to submit a complete SF330 in the proposal.**

**Question 4:** Is a firm permitted to submit as a prime and be a sub consultant on the other teams?

**Answer:** **Yes, a firm is permitted to submit a proposal as a prime and be a sub consultant on the other teams.**

**Question 5:** Is the SF330 Form (Part I) for Key Personnel only or for all proposed team members?

**Answer:** **The SF330 Form (Part I) is for the entire proposed team.**

**Question 6:** Do I have to submit Attachment 6 (VENDEX Compliance) with my proposal or is it upon selection only?

**Answer:** **Attachment 6 will only be required from the firm that is selected for the contract award.**