

Project: Irish Hunger Memorial – Water Proofing Project

Date: March 19, 2013

CM: Noble Strategy

RE: Addendum No. 1
1 of 2
Pages

Addendum No. 1 has been prepared to make the following revisions and/or clarifications to the proposal documents for “Irish Hunger Memorial – Water Proofing” project. They are a result of issues discussed at the pre-proposal conference held on March 8, 2013 and any questions received by close of business of March 15, 2013 (Deadline to submit questions to the BCPA).

Clarifications:

1. Insurance Requirements: If your company does not have the required insurance coverage outlined under VI. Proposal Format and Contents - D. “RFP Additional Information Request –i& ii”. Please add the cost for this insurance as a separate line item your cost proposal.
2. The evaluation percentages as revised in the pre-proposal meeting:
Firm Qualification and Experience: 35%
Staff Qualifications and Experience AND Approach to providing the Required Services: 25%
Cost Proposal: 30%
Proposed MBE/WBE utilization plan and/or Firm MBE/WBE status: 10%
3. Attached please find a copy of the sign-in sheet from the Pre-proposal meeting held on March 8, 2013 at Battery Park City Authority’s office located at 1 World Financial Center.
4. Interviews have been scheduled for April 9, 2013 at 2:00 pm, and April 10, 2013 at 10:00 am. Please hold this time for attendance, should you be selected.

The above clarifications **must** be reflected in the Bid Documentation

Questions: (answers to all question are shown in Italics immediately after the question)

- 1) Per section V.D, both the Vendor Responsibility Questionnaire and the Section 139 form are to be included unbound with the cost proposal. However, Part VI.B says to include the cost proposal as one of the sections of the bound proposal. Is it safe to assume that the cost proposal will be bound, while the 2 forms will not be bound? *Yes, the cost proposal must be bound and the Vendor Responsibility Questionnaire and the Section 139 forms are to be unbound*
- 2) Section VI.B requires sample projects with references (part 5) and resumes (part 7). However, section VI.D also requires references and resumes (parts 2 & 3 respectively). Are we required to submit the information in both sections? *No*

- 3) Our firm only has "reviewed" financial statements. Is this acceptable, in lieu of "audited" financial statements? Further, these statements are only for 2011, as the 2012 statements have not yet been prepared. Is that acceptable as well? *Reviewed financials are acceptable.*
- 4) Please confirm that the following forms are required of the prime consultants only, and not of the sub-consultants:
- NYS Standard Vendor Responsibility Questionnaire*
 - State Finance Law 139 Form 1*
 - W-9*
 - Statement of Non-Collusion*
 - Diversity Forms*

The above mentioned forms are only required of the prime consultant.

- 5) Please confirm the evaluation percentages as revised in the pre-proposal meeting:
- Firm Qualification and Experience: 35%*
 - Staff Qualifications & Experience AND Approach to providing the Required Services: 25%*
 - Cost Proposal: 30%*
 - Proposed MBE/WBE utilization plan and/or Firm MBE/WBE status: 10%*

The above mentioned evaluation percentage allocations are correct.

- 6) Please confirm that a BPCA internal filing will be required, but that a DOB filing is not required for this work. *Any and all New York City and New York State Permit requirements are to be identified by the consultant.*
- 7) Please provide a copy of the sign-in sheet from the pre-proposal meeting. *See attached.*
- 8) Please provide images of the memorial in its original and current state. *No*
- 9) In exhibit C you refer to an "itemized cost for the Work, according to the attached schedule of items". Please clarify what and where in the RFP is the "attached schedule of items" is. *Landscape Architect to provide schedule of items.*
- 10) Would you like the cost proposal and mandatory forms listed on page 6 of the RFP submitted together in a separate envelope than the technical information listed on pages 7-9? *They should be submitted together.*
- 11) You mentioned that there are some replacement parts for the memorial- can you provide details about which replacement parts exist? *Any attic stock will not be utilized for this project.*
- 12) Do you have the original planting plans and do the plantings need to be the same? *We have the original planting plans.*
- 13) Is the intent to restore the landscape to the original design or to remove and restore exactly what is on site today which we assume includes additional plant material which has self seeded. *The original design has been modified, the owner will supply the revised plant palette.*
- 14) Will the Landscape Architect be supplied with the specification for manufactured soils should additional soil be required. *Yes*

- 15) Is the LA required to find an appropriate area to store plant material and stone or is that the responsibility of the Contractor who wins the bid. *Landscape Architect will work with the CM and Owner to identify location.*
- 16) Will there be any design changes from the original design due to long term maintenance concerns by BPCA? *Possibly*

By signing the line below, I am acknowledging that all pages of the addendum has been received reviewed and understood, and will be incorporated into the bid price submitted. This document must be attached to the proposal for consideration.

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|--|-----------|------|
| Print Name | Signature | Date |
| Number of pages received: _____<fill in> | | |

Distributed to: All present and all prospective Proposers