



Agenda

Pre-Proposal Conference Wednesday October 17th, 2018 – Pier 40 Lobby
Proposals Due –Tuesday November 13th, 2018- 5:00 p.m.

1. **SCOPE OF SERVICES – See Appendix B**

“The Consultant’s team (“Consultant Team”) shall provide phased construction management services to support construction activities with Hudson River Park (“Park”)... The Consultant shall plan, oversee, monitor, direct, supervise and schedule various field inspections as directed by the Trust. The Consultant shall not perform any....construction work.”

2. **REQUEST FOR PROPOSAL (“RFP”) MATERIALS**

Distributed starting on October 9th, 2018

Part I Introduction

1. Invitation to submit proposal
2. RFP summary
3. Responsiveness determination

Part II Requirements

1. Services to be performed and work product
2. Compensation
3. General conditions, terms, limitations and requirements
4. Interviews
5. Selection

Exhibit 1 Proposal certification form

Exhibit 2 Fee and cost schedule

Exhibit 3 Doing business data form

Exhibit 4 Disclosure of prior non-responsibility determination

Exhibit 5 Non-collusion certification form

Exhibit 6 Iran divestment form

Exhibit 7 M/WBE, SDVOB, EO 177 forms

Exhibit 8 Contract draft

3. **BIDDER’S QUESTIONS**

All questions not presented at this meeting are to be submitted in writing to:

PMDC Procurement Manager phone: (212) 627-2020
Hudson River Park Trust Email: A4639MarineCMRFP@hrpt.ny.gov
Project Management Field Office
353 West Street - Pier 40 – 2nd Floor
New York, NY 10014

DEADLINE FOR REQUEST FOR INFORMATION (“RFI”) QUESTIONS

Final date for the submittal of Requests for Information will be 5:00 p.m. on Wednesday, October 23rd, 2018. All questions and responses received by that time will be forwarded by means of Addendum that will be issued immediately thereafter.

4. **AREAS OF WORK**

➤ **Segments 3, 4, 6, and 7 Pier Repairs (C4962)**

1. Contract out to bid in November 2018.
2. Pier repair work scheduled to commence May 2019.
3. Construction Phase Services (Tasks 7-18) thru Post Con. Services (Tasks 19-21).

➤ **Pier 66A Structural Restoration (C4963)**

1. Contract out to bid in March 2019.
2. Underpinning work and timber restoration work is scheduled to commence in October 2019.
3. Construction Phase Services (Tasks 7-18) thru Post Con. Services (Tasks 19-21).

➤ **Piers 98 to 99 Waterfront Structures (C4964)**

1. Contract out to bid in November 2018.
2. New marine platform construction scheduled to commence May 2019
3. Construction Phase Services (Tasks 7-18) thru Post Con. Services (Tasks 19-21).

➤ **HRPT Floating Structures Repair and Restoration**

1. Scope and schedule are TBD
2. Construction Phase Services (Tasks 7-18) thru Post Con. Services (Tasks 19-21).

6. **WORK OF THE HUDSON RIVER PARK TRUST**

- Administration of Trust's (Parkwide) Contract for Materials Testing / Special Inspections.
- All printing, reproduction, and distribution of the bidding documents during bidding period.

7. **GENERAL CONDITIONS PROVIDED BY HUDSON RIVER PARK TRUST**

- Desk(s) at field trailers or Pier 40 for Consultant team staff, including furnishings, office supplies, etc.
- Computer / office equipment including but not limited to copiers, workstations, printers, fax machines, inclusive of all software, systems service, connections, licenses, and support.

8. **SELECTION CRITERIA**

(35%) - The respondent's and its proposed sub-consultants' ("Consultant Team") experience in providing services similar to the Scope of Services described herein; the quality of the respondent's management, reputation, capacity and references; quantity and quality of projects performed by the respondent's and Consultant Team key staff members assigned to the Project, focused primarily on the construction management services for comparable facilities and/or infrastructure projects similar to the Scope of Services described herein. Specific experience with of similar projects involving marine / in-water construction management of similar projects involving piers, bulkheads, marine platforms, and/or marine / in-water infrastructure projects in the five boroughs of New York City should be demonstrated wherever possible.

(25%) - The quality of the proposal and the degree to which it demonstrates the respondent's and Consultant Team's full understanding of and the ability to perform the Services to be rendered; the terms under which the respondent will commit its personnel and, as applicable, the personnel of the proposed Consultant Team members, without transfers and changes.

(30%) – Proposed fee and cost schedule, including favorable multiplier, commitment to rates for term of contract.

(10%) - The respondent's proposed plans for encouraging participation by minority and women-owned business enterprises in connection with the Services, including the Respondent's M/WBE Utilization Plan and Diversity Practices Questionnaire.

9. **CONFIRMATION OF PROPOSAL PACKAGE**

Envelope # 1.

Proposal Certification Form

Doing Business Data Form)

Lobbying Disclosure Form

Non-Collusion Form

Iran Divestment Form

M/WBE, SDVOB and EO No. 177 Forms

- A statement of your approach to the Services that clearly demonstrates your understanding of the Scope of Services and your ability to manage and complete multiple projects in a timely and cost-efficient manner. The proposal must include a detailed statement of your approach and ability to provide the required Services including, but not limited to a schedule for completing all aspects of the Services. It is imperative that the proposal includes a list and detailed explanation of the extent of all work or services to be performed by Subcontractors.
- The proposal should contain a description of the respondent's organization, including a history of the firm, a description of all subsidiaries and affiliates, an organization chart indicating the level of responsibility of all personnel who are expected to provide Services, and the name and location(s) of business of the respondent. This should be accompanied by, to the extent known, the names and resumes of all individuals and entities that will be performing the Services under the Contract including, without limitation, all personnel, Subcontractors and other entities or individuals performing and/or supervising the Services, and the respondent's proposed staffing schedule. Please include the addresses, phone and fax numbers, e-mail addresses, designated roles, and relevant experience and expertise for the same.
- In addition to the three hard copies, one electronic copy of the materials required above must also be provided (i.e, on a CD, flash drive, memory stick) and placed in the same Envelope #1.

Envelope # 2

- In a second sealed envelope labeled as required by Part I, Section 2.2.6.1.2 place a complete fee and cost schedules for all Services. All fee and cost schedules should be

submitted in the forms attached hereto as Exhibit 2 to this RFP. The Trust may not consider fee and cost schedules that do not follow the prescribed formats.

10. **Minority / Women Based Enterprises (“M/WBE”)**

In cases where the lead firm is not a New York State Minority or Women Business Enterprise (“W/MBE”), the Consultant will be expected to meet an overall **Thirty Percent 30%** M/WBE project goal by means of the inclusion of qualified New York State M/WBE firm(s) as sub-consultants or suppliers. Sub-consultants, subcontracting, and/or joint ventures are permitted.

Minority Sub-Contracting Goal: 19%

Women Owned Sub-Contracting Goal: 11%

Please use the following link to access the New York State listing:

<https://ny.newnycontracts.com/frontend/vendorsearchpublic.asp>

11. **Service Disabled Veteran Owned Business (“SDVOB”)**

In cases where the lead firm is not a New York State Service Disabled Veteran Owned Business (“SDVOB”), the Consultant will be expected to meet an overall Six Percent 6% SDVOB project goal by means of the inclusion of qualified New York State M/WBE firm(s) as sub-consultants or suppliers. Sub-consultants, subcontracting, and/or joint ventures are permitted.

Please use the following link to access the New York State listing:

http://ogs.ny.gov/Core/docs/CertifiedNYS_SDVOB.pdf

12. **DATE FOR POST PROPOSAL INTERVIEWS**

- Finalist Interviews – Tentatively scheduled to start the week of November 19th, 2018.