



Agenda

**Pre-Proposal Conference August 29, 2018 – Pier 40 Lobby
For Contract A4989 Owner’s Representative Services for Capital Projects and Strategic
Planning**

Proposals Due –Friday September 21, 2018- 2:00 p.m.

“HRPT is seeking the services of an experienced and qualified firm or team to serve as Owner’s Representative (“OR” or the “Consultant”) to assist HRPT in managing all aspects of various planning and design, construction, and maintenance projects that are currently ongoing as well as future planned projects, as needed and planned by HRPT. The OR would assist in the regulatory process with private and public agencies, take an active role in the design process for projects, prepare and evaluate bid proposals, perform inspections, contract administration, provide administrative support and other related activities or tasks commonly associated with project management.”

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

Distributed starting on August 17, 2018

- Request for Proposals (RFP)
- Consultant Contract Draft (contained within RFP)
- Appendix B - Scope of Services (contained within RFP)
- Request for Information (“RFI”) Form

2. **QUESTIONS & REQUESTS FOR CLARIFICATION**

All questions and requests for clarification are to be submitted in by email to:

Ms. Nneka Nurse
nnurse@hrpt.ny.gov

Your email should contain the following in the subject line: **“A4989 – Question and Requests for Clarification”**

**All questions and requests for clarifications must be received no later than
Wednesday, September 5, 2018 - 5:00 p.m.**

All questions and responses will be posted on the Website (<https://hudsonriverpark.org/about-us/bids-business-opportunities>) on September 10, 2018.

3. **AREAS OF WORK**

- Pre-Development/Planning Phase Services
- Design Phases Services
- Bid & Contractual Phase Services
- Construction Phase Services
- Financial Planning
- Preliminary Project List (subject to change a the Trust’s discretion):
 1. Pier 97
 2. Gansevoort Peninsula
 3. W. 29th Street through W. 35th Street Esplanade
 4. Pier 40 Rehabilitation
 5. Pier 55

6. Chelsea Waterside Park
7. Morton Street Upland
8. Pier 98 to Pier 99 Platform
9. Pier 25/45/51/84 and Hydrant
10. Segments 3, 4, 6 and 7 repairs
11. Pier 66A Float Bridge
12. Capital Maintenance Park-wide
13. Pier 26 Estuarium Building
14. Pier 40 Adaptive re-use

4. **SELECTION CRITERIA**

- The respondent's experience in providing services similar to the Scope of Services; the quality of the respondent's management, reputation, and references; favorable history, if any, in contracting or doing business with the State or City (35%).
- The respondent's staffing plan, the quality and experience of staff; the respondent's staff assignments and locations; respondent's commitment to using the staff as proposed (15%).
- The proposed fee and cost schedules (40%).
- 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 (10%).

5. **MINORITY/WOMEN BASED ENTERPRISES ("M/WBE")**

In cases where the lead firm is not a New York State Minority or Women Business Enterprise ("M/WBE"), the Consultant will be expected to make good faith efforts 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>

The Trust will provide planholders and interested parties with a New York State M/WBE Listing of firms who identify as performing services related to this RFP.

6. **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

The Trust will provide planholders and interested parties with a New York State SDVOB Listing of firms who identify as performing services related to this RFP.