



**Owner's Representative for Capital Projects and Strategic Planning
Project/Contract #A4989
Questions & Answers
September 12, 2018**

1. Q: Will my firm be precluded from proposing on future Trust solicitations?

A: Whether a firm is precluded from proposing on future solicitations will depend on several factors project specific factors and will be determined on a case by case basis.

2. Q: The RFP makes mention of funding sources and the OR being responsible for complying with various funding source requirements. What are the sources of funding that are being referenced?

A: The Trust is a New York State public authority. As such, most of the Trust's projects are State-funded; however, the Trust may also receive City, federal or private funding. We expect the Consultant to assist with advising on, and preparing data and reports for, compliance with funding requirements.

3. Q: The RFP makes reference to awarding to one or more firms – is it the Trust's intent to award to more than one firm.

A: The Trust intends to award to one firm; however, the Trust reserves the right to award to multiple or no firms.

4. Q: What is the Trust staff role and how will they interact with the Owner's Representative?

A: Trust staff will work on various aspects of the projects; however, the Owner's Representative is expected to take a lead and active role on assigned projects.

5. Q: Full Time Personnel – at the Pre-Proposal Meeting, reference was made to having a full-time team member situated at the Hudson River Park Trust Offices. Will the upcoming addendum further outline the expectations of this person's qualifications, scope and duties? Is the expectation to have other full-time project managers based onsite or is this the only required full-time staff?

A: Please refer to Addendum No. 2 - Revised Fee & Cost Schedule, which can be found on the Website at <https://hudsonriverpark.org/about-us/bids-business-opportunities>.

6. Q: On the Fee & Cost Schedule, can you please clarify whether which Table references?

A: Table 2 is for reference and to be used as a guide for estimating hours in Table 3. There are no date entries in Table 2 – only in Tables 1 and 3.

7. Q: My firm is currently providing Project and Cost Management Services for a developer on a Hudson River Park project. Would our firm be precluded from proposing for the Owner's Representative contract?

A: No, your firm is not precluded from proposing the Owner's Representative contract; however, your firm would be precluded from working on matters involving your current project in the Park or any others that may be considered a conflict.

8. Q: Are construction contract documents available for the projects that are listed in the RFP?

A: Relevant contracts and contract documents will be available to the selected Consultant. Requests for documents by other interested parties may be made through a FOIL request to the Trust.

9. Q: I would like sample contract language between HRPT and a contractor covering insurance requirements and safety program requirements.

A: See response to Question 8.

10. Q: To what degree is the Owner's Rep responsible for determining the contractors are utilizing the required insurance limits, the specified insurance limits and the specified endorsements?

A: The Owner's Representative will be responsible for ensuring that contractors provide required Insurance and bonding certificates and will, if requested, advise the Trust on insurance matters. The Trust is responsible for setting limits and policies requirements for specific contracts.

11. Q: To what degree is the Owner’s Rep responsible for determining the safety requirements for the Project and overseeing the safety program. Who will be providing a Safety Director for the project?

A: Health and safety plans, logistics plans, and site access plans will typically be developed by the construction manager and construction contractor. The Owner’s Representative will be responsible for reviewing proposed plans on behalf of the Trust and securing the approval of relevant Trust divisions such as Operations, Real Estate, and Events. A Safety Director, if required, will be provided by others.

12. Q: Is it correct that all consultants (design and construction) currently working on HRPT projects covered by this scope of work are precluded from submitting on this Owner’s Representative Services contract?

A: See response to Question 7.

13. Q: Fee schedule ends at 2021, please confirm that Owner’s Rep involvement is not required beyond that date for the projects scheduled to continue and/or closeout in 2022.

A: The Contract term will be for three years; however, it may be amended to complete ongoing projects, if necessary.

14. Q: Pier 40 project shows to be in planning on the fee schedule, while the RFP outlines the project is currently in construction. Please advise which phase to include in the fee.

A: Please see Addendum No. 2 – REVISED FEE & COST SCHEDULE which is posted on the Website at <https://hudsonriverpark.org/about-us/bids-business-opportunities>. There are two projects assigned to Pier 40. “Pier 40 Pile Rehabilitation”, which is currently in different stages, including planning, procurement and construction and “Pier 40 Adaptive Reuse”, which is currently in planning phases. The Fee & Cost Schedule has been revised to reflect these phases.

15. Q: For the fee schedule worksheet, is it possible to make the font size smaller and/or extend the cell sizes to be able to display the monthly fee/position?

A: Please see Addendum No. 2 – REVISED FEE & COST SCHEDULE which is posted on the Website at <https://hudsonriverpark.org/about-us/bids-business-opportunities>.

16. Q: Can the submission deadline be extended?

A: No. Proposals are due no later than September 21, 2018 at 2:00 pm.