

Addendum No. 1
September 5, 2003

Lower Manhattan Development Corporation
Request for Qualifications for Cost Estimating and Pre-Construction Services

Acknowledgement of the Addendum

Please acknowledge receipt of this addendum in your proposal submission.

Question #1: I'd like to know if you will be creating a separate pool of qualified firms for cost estimating from the pool of firms who provide pre-construction services.

Answer:

LMDC is seeking firms that are qualified in either or both disciplines. At the current time, no decision has been made regarding whether two separate pools will be created.

Question #2: Please describe the characteristics of the firm you are seeking in terms of number of employees locally and nationally, annual revenue, knowledge skills, years of experience, depth of organization, etc.

Answer:

LMDC is seeking the most qualified firms, based on the characteristics listed in the RFQ.

Question #3: Regarding the referenced RFQ, is it possible for a WBE firm to participate both as prime consultant, either alone or in a JV, and also as a subconsultant to others?

Answer:

Yes, and the RFQ requires firms submitting their statements and qualifications to specify the services they are qualified to provide.

Question #4: In reference to the above mentioned RFQ, in your questionnaire you are asking if the company has a bonding capacity. We are Construction Management Company and we don't have bonding. Can we still be considered or not?

Answer:

Bonding capabilities are not required for submitting firms. Any firm whose statement of qualifications meets the RFQ's submission requirements (including a completed Standard Background Questionnaire) will be considered.

Question #5: Is A.3 supposed to be included as Volume 2?

Answer:

The submission should include two volumes. The first is the Statement of Qualifications. The second should consist of one or more detailed work samples.

Section III.A.3 of the RFQ is hereby revised to read in its entirety as follows:

Descriptions of up to five (5) major projects that the firm has completed in the areas of cost estimating and/or pre-construction services. Include the client, the name of a contact person who is able to provide a reference, a description of the nature of the work, the size and complexity of the project, the specific services provided by the firm (if part of a team), and the amount and the agreed fee arrangements. This is part of the Statement of Qualifications.

In addition, firms are encouraged to submit, as a separate volume, detailed work samples of one or more projects.

Question #6: Should the additional company information be included in Volume 1 or Volume 2?

Answer:

Volume 1. Volume 2 is work sample(s) only.

Question #7: Our firm has been certified as a WBE. If we are the priming firm, do we need to include another WBE or MBE to satisfy this goal?

Answer:

LMDC recognizes the New York State certification of Minority and Women Business enterprises as defined by the Empire State Development Corporation. If the prime firm is a certified M/WBE by the state, it is under no obligation to use other WBE or MBE firms as long as they satisfy the RFQ's stated goal that 20% of the entire contract dollars be applied to M/WBE firms.

Question #8: [The respondent] is a WBE certified firm providing cost estimating services. We are planning to team our services with few large firms on a subconsulting basis, but we would also like to participate as a stand alone firm to reply to the RFQ. Would that be a conflict in offering of the services if we go both ways?

Answer:

No, it would not be a conflict. The RFQ requires firms submitting their statements and qualifications to specify the services they are qualified to provide.

Question #9: Is there a way to download the attachments #1, #2 & #3, so we can input information directly into the form?

Answer:

No, it is not possible to put information into the form directly. Rather, you must download the forms and then fill them out.

Question #10: Does the Fees portion of the Submission count towards the 12 page limit?

Answer:

No.

Question #11: Will it be acceptable to LMDC for a firm to submit as a prime on one team as well as a sub on other teams?

Answer:

Yes, and the RFQ requires firms submitting their statements and qualifications to specify the services they are qualified to provide.