

**CITY OF NEW YORK
DEPARTMENT OF HEALTH AND MENTAL HYGIENE
INVITATION FOR BIDS
ELEVATOR TEST WITNESS
PIN: 14BS000800R0X00**

**Addendum No. 1
July 26, 2013**

Except as otherwise stated below and by any subsequent Addenda to the above referenced Invitation for Bids (“IFB”), which was released on June 28, 2013, the IFB remains unchanged:

I. Revisions to the IFB Document.

Cross-outs indicate deletions; underlines indicate revisions.

A. Section II.2., page 8, “Payment” has been revised as follows:

DOHMH/Office of Fiscal Management
P.O. Box 8400
Queens, NY ~~11100-8400~~ 11101-8400
Attn.: Invoice Processing Unit

B. Item 2. Bid Sheet - Item 3. “Category 5 (Five Year Inspection/Test) has been revised as follows:
~~210~~ 100 (tests performed). Please complete and submit the attached revised bid sheet with your bid package.

II. Acknowledgement of Addenda

Please acknowledge receipt of this addendum by completing and submitting Item 3, “Acknowledgement of Addenda Revised” (see attached form), with your bid package.

III. Questions and Answers.

Below are answers to questions received by the Agency by the Questions Due Date:

1. Question: Is the hydraulic elevator a water hydraulic elevator? If so, who is responsible for arranging for the steam fitter to properly test the hydraulic tank?

Answer: DOHMH’s current hydraulic elevator is not a water hydraulic elevator. Bidders are requested to provide a bid for the hydraulic elevator as requested in the IFB document.

2. Question: Who is responsible for filing the elv-36 (category 5 test notifications) with the NYCDOB? The form states that the performing company should file the test notification and is responsible to have all testing equipment on site.

Answer: As indicated in the IFB document on page 5, Section I.1., the elevator witness contractor would be responsible for filing notifications.

3. Question: Is this a prevailing wage contract? There is currently not a 220 title for elevator inspector. Does the elevator inspector have to be paid the same wages as an elevator mechanic? If so, which wage prevails?

Answer: This is not a prevailing wage contract. Only those titles listed on the 220 or 230 prevailing wage classification list are subject to prevailing wages.

4. Question: Does the wage schedule need to be posted at each site?

Answer: Since this is not a prevailing wage contract, the selected contractor would not be required to publish a wage scale for the subject services.

5. Question: Do we need to file a new vendex form only if awarded the contract?

Answer: Only the selected vendor will be required to file Vendex.

6. Does a certified payroll need to be submitted with each invoice?

Answer: Yes

7. Question: Have any addenda been issued to date?

Answer: This is the first addendum for this IFB.

8. We have an Elevator Agency Director/Inspector License holder (A director can also perform inspections) why would we need two additional full time inspector license holders? There are only 43 devices to be witnessed in each of the 5 years of the contract? Assuming we had to re-inspect every device that is only an additional 43 witnesses per year for a total of 86 inspections.

Answer: As indicated in the IFB document, the Contractor must be a DOB licensed Elevator Inspection Agency with a DOB licensed Elevator Agency Director, and not less than two DOB licensed Elevator Inspectors.

9. The bid submission form shows in column "D" 210 CAT-5 tests to be performed during the 5 year contract. CAT-5 tests occur only on the anniversary of the final acceptance by the DOB once every 5 years. Should this column show only 5 tests?

Answer: This estimated quantity has been revised to 100 tests. As indicated in the IFB document, quantities provided on the bid sheet are estimates only. The actual number of tests performed throughout the contract term could be more or less than. The bid unit prices shall remain firm for the duration of the Contract that results from this IFB, and the selected Contractor will only be paid for work performed.

10. Why cannot the additional two inspectors specified be subcontracted should the need arise? As a small business enterprise we would be hard pressed to be able to submit a competitive bid if we had to hire two additional full time inspectors to meet the contract specifications. NYC DOB regulations mandate that a licensed inspector assign his license for use by one company only, where as an inspector working for a consulting/testing company can be sub-contracted by his company to another company.

Answer: As indicated in Section XI (page 11) of the IFB document, DOHMH anticipates that there will be no subcontracting for this project; this is not a prohibition on subcontracting. As further indicated in the IFB document, the Contractor shall not subcontract any part of the services without first obtaining DOHMH's permission in writing.

Bid Sheet for Elevator Test Independent Witness - Revised

PIN: 14BS000800R0X00

Anticipated Term of Agreement: 5 years, 10/1/13-9/30/18

A	B	C	D	E
ITEM	DESCRIPTION	UNIT BID PRICE	ESTIMATED QUANTITIES	EXTENDED COSTS (C x D)
1	Category 1 Year Inspection/Test and DOB Filing (annual inspection) with Maintenance Evaluation Audit)	<p align="center">\$ _____</p> <p align="center">Rate Includes Inspection/Test and DOB Filing and Maintenance Evaluation Audit</p>	210 (tests performed)	<p align="center">\$ _____</p> <p align="center"><u>(C x D)</u></p>
2	Category 3* (Three Year Inspection/Test and DOB Filing) (With Maintenance Evaluation Audit) *for Hydraulic Device at one location	<p align="center">\$ _____</p> <p align="center">Rate Includes Inspection/Test and DOB Filing and Maintenance Evaluation Audit</p>	2(tests performed)	<p align="center">\$ _____</p> <p align="center"><u>(C x D)</u></p>
3	Category 5 (Five Year Inspection/Test and DOB Filing) (With Maintenance Evaluation Audit)	<p align="center">\$ _____</p> <p align="center">Rate Includes Inspection/Test and Maintenance Evaluation Audit</p>	100 (tests performed)	<p align="center">\$ _____</p> <p align="center"><u>(C x D)</u></p>

4	Elevator Inspection/Test Rate (For Additional Test/Inspection Deficiencies Correction	\$ _____ Per Deficiencies Test/Inspection and DOB Filing and Violations Removal DOB Consultations	200 hrs.	\$ _____ (C x D)
5	Allowance for Additional Services during the full term (\$125.00 per hour for hourly services of Elevator Inspector in addition to above noted services)	\$ 50,000.00	\$50,000	\$50,000
TOTAL BID PRICE (Sum the Extended Costs of Column E)				\$ _____

Total Bid Price in words _____

