

Steven Banks
Commissioner

August 25, 2014

Martha A. Calhoun
General Counsel

Dear Prospective Bidders:

Vincent Pullo
Agency Chief
Contracting Officer

For your information, this **Addendum #1** for the contract to provide **On-Call Sidewalk Shed and Safety Netting Installation and Maintenance** (PIN 14BCEHS00301/EPIN 09614B0013) contains the "**Hiring Requirement Exemption Request Form**" (attached hereto as **Exhibit 1**) from HRA's hiring requirement delineated in **Article 85** of the contract.

180 Water Street
New York, NY 10038

929 221 6347

Pursuant to Article 85 of the contract, the contractor can make a request for an exemption within thirty (30) days after the commencement date of this contract. Please note that the form does not have to be submitted with your bid.

Attached as Exhibit 2 is a copy of the attendance sheet from the pre-bid conference held on Tuesday, August 19, 2014.

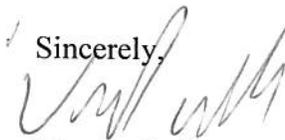
Attached as Exhibit 3 is a revised Acknowledgement of Addenda dated August 19, 2014. Vendors are to replace the existing Acknowledgement of Addenda with this version.

Attached as Exhibit 4 is a revised Reasons for Not Submitting a Bid form dated August 19, 2014. Vendors are to replace the existing Reasons for Not Submitting Bid form with this version.

The answers to questions from prospective bidders is on Attachment A.

Please be advised that the last day for questions was **Thursday, August 21, 2014**. In addition, the bid due date is **Thursday, September 11, 2014 at 3:00 p.m.** Bids received after the bid due date and time are late and shall not be considered. Your interest in doing business with the City of New York is appreciated.

Sincerely,



Vincent Pullo

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On-Call Sidewalk and Safety Netting
Installation and Maintenance
PIN 14BCEHS00301/EPIN 09614B0013

- Exhibits:
1. Hiring Requirement Exemption Request Form
 2. A copy of the attendance sheet from the pre-bid conference held on Tuesday, August 19, 2014
 3. Revised Acknowledgement of Addenda dated August 19, 2014.
 4. Revised Reasons for Not Submitting a Bid form dated August 19, 2014.

**ADDENDUM #1
Attachment A**

August 22, 2014

**On-Call Sidewalk And Safety Netting
Installation and Maintenance
PIN 14BCEHS00301/EPIN 09614B0013**

Question 1

What is the average time span of the sheds to stay up?

Answer 1

No average time span can be given at this time as the duration of individual projects needing sidewalk sheds will vary based on the needs of the Requesting Agency.

HUMAN RESOURCES ADMINISTRATION

HIRING REQUIREMENT EXEMPTION REQUEST

Name of Contractor: _____

Address: _____

Contact Person: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

MAIL COMPLETED FORM TO: BUSINESS LINK - CONTRACTOR HIRING UNIT (C.H.U.)
 348 WEST 34TH STREET
 NEW YORK, NY 10001

Requests should be submitted as soon as your documentation is ready. Select only **one** boxed section below, and **one** subsection. Use the appropriate language (Exemption or Partial Exemption) on all accompanying materials. This request must be signed by an officer of your organization and notarized.

The undersigned hereby requests the following for *Fiscal Year 2012*, from July 1, 2011 - June 30, 2012

- I. COMPLETE EXEMPTION** from the hiring requirement because:
- a) New York City workforce is less than 20. (**Attach** a list of your NYC staff by title.)
- b) We have no entry level workers on our payroll. (**Attach** a list of your NYC staff by title.)
- c) A valid collective bargaining agreement covers all of our entry-level positions and limits us to a hiring pool which does not include Cash Assistance recipients. (**Attach** a copy of the applicable provisions and a list of your NYC staff by title.)
- d) Complying with the hiring requirement would cause extreme hardship. (**Attach** a description of the hardship.)

- II. PARTIAL EXEMPTION / REDUCTION** in the hiring requirement to _____ workers because:
- a) Our New York City workforce totals _____. The current hiring requirement exceeds 10% of our workforce. (**Attach** a list of your NYC staff by title.)
- b) We have _____ entry level workers on our payroll. (**Attach** a list of your NYC staff by title.)
- c) A valid collective bargaining agreement covers _____ of our entry-level positions and limits us to a hiring pool which does not include Cash Assistance Recipients. (**Attach** a list indicating the entry-level positions covered and a copy of the applicable provisions)
- d) Complying with the hiring requirement would cause extreme hardship. (**Attach** a description of the hardship.)

Your request will be processed in an expeditious manner, and you will be notified of the disposition. If you have any questions you may call the Contractor Hiring Unit at (212) 643-2881 ext. 3128.

**ATTACH ALL REQUIRED DOCUMENTS
OR YOUR REQUEST WILL NOT BE PROCESSED**

I affirm that the above information is true under the penalties of perjury.

Signature

Title

Date

State of { _____ }

County of { _____ }

On this the _____ day of _____, 20____, before me personally came
_____, known to be the individual described herein
and who executed the foregoing instrument.

Notary Public

ACKNOWLEDGEMENT OF ADDENDA

ON-CALL SIDEWALK SHED AND SAFETY NETTING INSTALLATION AND MAINTENANCE

PIN: 14BCEHS00301/EPIN 09614B0013

BID DUE DATE: Thursday, September 11, 2014

Directions: Complete Part I or Part II, whichever is applicable, and sign your name in Part III.

Note: Please submit this Acknowledgement of Addenda with your bid.

Part I

Listed below are the dates of issue for each Addendum received in connection with this IFB:

Addendum # 1, Dated _____, 20 ____

Addendum # 2, Dated _____, 20 ____

Addendum # 3, Dated _____, 20 ____

Addendum # 4, Dated _____, 20 ____

Addendum # 5, Dated _____, 20 ____

Addendum # 6, Dated _____, 20 ____

Addendum # 7, Dated _____, 20 ____

Addendum # 8, Dated _____, 20 ____

Addendum # 9, Dated _____, 20 ____

Addendum #10, Dated _____, 20 ____

Part II

_____ **No Addendum was received in connection with this IFB.**

Part III

Proposer's Name: _____ **Date:** _____

Signature of Authorized Representative: _____

Steven Banks
Commissioner

EXHIBIT 4

(revised August 19, 2014)

Martha A. Calhoun
General Counsel

IMPORTANT NOTICE TO ALL PROSPECTIVE BIDDERS

PIN:14BCEHS00301/**EPIN:** 09614B0013 **BID DUE DATE:** Thursday, September 11, 2014
SCOPE: On-Call Sidewalk Shed and Safety Netting Installation and Maintenance

Vincent Pullo
Agency Chief
Contracting Officer

In the event that your organization does not submit a bid for the above referenced contract, please complete provided below if you wish to remain on the active bidder's list. Please forward your response to the Office of Contracts, Bid Administration Unit, 180 Water Street, 14th floor, New York, NY 10038.

180 Water Street
New York, NY 10038

Failure to respond to this request may result in the removal of the name of your organization from the Citywide Bidder's List. Please telephone 929-221-6353 if you have any questions concerning this questionnaire. Thank you for your cooperation.

929 221 6347

REASONS FOR NOT SUBMITTING A BID (CHECK APPROPRIATE BOXES)

1. Work or service requested not performed by the company. Please indicate your organization's type of work or service performed:
2. Bid request received too late. Insufficient time to plan, estimate and submit a bid.
3. Too busy to consider bidding on this contract.
4. Unable to meet specifications/other considerations in this proposal.
5. Specifications unclear, or improper and inappropriate.
6. Unwilling to accept liability, responsibility, or assessments for liquidated damages.
7. Unable to meet insurance requirements.
8. Unable to meet bonding requirements.
9. Unable to bid on all components (i.e., all locations).
10. Previous unfavorable experience with City contracts/work.
Please explain:

11. Other (Specify):

Submitted by:

(Organization Name, Address and Fed ID#)

Prepared by:

(Preparer's Name)

(Title)

(Phone)