



# New York City Department of Citywide Administrative Services

## REQUEST FOR PROPOSAL

**BID EXTENTION : ARCHITECTURAL AND ENGINEERING DESIGN SERVICES - Request for Proposals - PIN# 856070000938  
DUE 11-28-2007 AT 11:00 AM**

### Services (other than human services)

ARCHITECTURAL AND ENGINEERING DESIGN SERVICES - Request for Proposals - PIN# 856070000938 - DUE 11-7-2007 AT 11:00 AM

DCAS is seeking an appropriately qualified architectural firm ("Consultant") to perform architectural design services and related engineering design services, which include services during construction. The projects shall not be limited to, capital building system modernization construction projects at various facilities in the Borough of Manhattan (below Duane St.). This contract will be administered by the Division of Facilities Management and Construction (DFMC). The consultant's services shall be performed under the general direction of the Deputy Commissioner of DFMC in accordance with the provisions of the agreement and this Request for Proposals (RFP). The consultant shall provide, on an as-needed basis, comprehensive architectural and related engineering design services, including services during construction, with regard to construction projects undertaken by DCAS in public and private office buildings, courts, structures, and other exterior spaces, such as parking lots and access-ways. The professional services provided by the consultant shall require expertise in investigative, consulting and design, and the particular services may consist of: 1) studies, reports, and budget estimates; 2) preliminary plans, specifications, and preliminary estimates; 3) final plans, specifications, and final estimates; and/or 4) service during construction. Design services may also include architectural and general construction, Leadership in Energy and Environmental Design LEED Certification of each project, heating, ventilation, air conditioning, plumbing, electrical, elevator, fire alarm, audio-visual and protection system(s), and structural work. The work to be performed at the various facilities shall be assigned by DFMC through the issuance of Work Order Letters (WOLs).

The contract resulting from this Request for Proposals will be subject to Local Law 129 of 2005, the Minority-Owned and Women-Owned Business Enterprise (M/WBE) program.

There is a Non-Mandatory Pre Proposal Conference on 10/16/07 at 10:00 AM at 1 Centre Street, in the 16th Floor Conference Room, New York, NY 10007. Interested parties may download the RFP from the City Record On-Line, at <http://a856-internet.nyc.gov/nycvendoronline/home.html>. Vendors are advised that this solicitation letter has been sent to all vendors included on the appropriate bidder list maintained by the NYC Vendor Enrollment Center (VEC), as well as other appropriate potential vendors identified by DCAS. The bidder lists maintained by VEC are utilized by all Mayoral agencies citywide to solicit vendors for competitive procurements. Vendors not already included on the appropriate VEC bidder list are encouraged, but not required, to register at: [www.nyc.gov/html/moc/html/bidderform.html](http://www.nyc.gov/html/moc/html/bidderform.html).

Due Date	Solicitation	Agency	Contact	Address	Published
11/28/2007	Competitive Sealed Bids	DCAS / DFMC	Grace Seebol (212) 669-3538	1 Centre Street, Room 1860, New York, NY 10007	11/21/2007 in the City Record