



NEW YORK CITY DEPARTMENT OF CORRECTION  
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Contracts and Procurement  
Agency Chief Contracting Officer  
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October 20, 2020 **ADDENDUM # 1 PIN 072202009CPD**  
**“George R. Vierno Center (GRVC) State of Good Repair”**

Dear Prospective Bidder:

Pursuant to §3-02(i) of the Procurement Policy Board (PPB) Rules, the Department of Correction (DOC) is issuing Addendum # 1 to the solicitation for the services referenced above.

**Please be advised of the following clarifications:**

**BID DUE DATE EXTENSION:**

The Bid Due Date for the above referenced procurement has been extended from **October 28, 2020 at 11:00 A.M. To November 12, 2020 at 2:00 PM.**

**Bid opening Information:**

**Thursday, November 12, 2020 NO LATER THAN 2:00 PM**

**Please note: The Due Date for requests for information (RFIs) has passed and no further questions will be accepted.**

**Please be advised of the following revision to the Invitation for Bid Document:**

- **Part B – Pages 14-24 have been revised to correct the PIN number (attached).**

**AFFIDAVIT**

**STATE OF NEW YORK, COUNTY OF \_\_\_\_\_** ss:  
\_\_\_\_\_ being duly sworn, says:

Note to Bidders: *Choose only one (1) of the following three (3) options. (Check box and complete)*

- Individual Bidder:  
I am the person described in and who executed the foregoing bid and the several matters therein stated are in all respects true.
- Corporation Bidder:  
I am the \_\_\_\_\_ of the above named corporation whose name is subscribed to and which executed the foregoing bid. I reside at \_\_\_\_\_  
\_\_\_\_\_. I have knowledge of several matters therein stated, and they are in all respects true.
- Unincorporated Organization (*e.g. Partnership or Joint Venture*) Bidder:  
I am a member of \_\_\_\_\_, the unincorporated organization described in and which executed the foregoing bid. I subscribed the name of the unincorporated organization thereto on behalf of such organization and the several matters therein stated are in all respects true.

\_\_\_\_\_  
*(Signature of the person who signed the bid)*

Print Name: \_\_\_\_\_  
Print Title: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
**Notary Public**

IV. BIDDER'S IDENTIFICATION OF SUBCONTRACTORS

NOTICE TO BIDDERS

**SUBMISSION:** The Bidder must, at the time of the bid, submit the completed form on the next page ("BIDDER'S IDENTIFICATION OF SUBCONTRACTORS"). This form must be submitted in a separate, sealed envelope (BID ENVELOPE #2). Failure to do so will result in the disqualification of the bid as non-responsive.

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Please be advised that pursuant to GML § 101(5) the Bidder is required to submit with its bid the names of subcontractors it intends to use to perform the following work on this contract, as well as the agreed-upon amount to be paid to each:

- plumbing and gas fitting;
- steam heating, hot water heating, ventilating and air conditioning apparatus; and
- electric wiring and standard illuminating fixtures.

**NOTE:** This project may not involve all of the above listed subcontractors. Please see the form on the next page which indicates the subcontractors required for this Project.

All listed subcontractors must be used to perform the work identified on this form for the amount listed. The listed subcontractors are not alternatives to each other. The list of subcontractors is to be submitted in a separate sealed envelope by completing the form 'Bidders Identification of Subcontractors' for any subcontractors intended to be used in any of the three trades listed above. If bidder intends to use its own forces for any of the above listed work, bidder should complete this form using its own name.

Failure to submit the completed form on the next page ("Bidder's Identification of Subcontractors") that includes the names of subcontractors and the agreed upon amounts to be paid to such subcontractors will render the bid non-responsive.

**PLEASE NOTE:** for any contract that is subject to M/WBE Participation Goals under Local Law 1 of 2013, if the bidder's intention to use its own forces to do any of the above-referenced work would result in Bidder's failure to attain the Target Subcontracting Percentage identified in Schedule B (Subcontractor Utilization Plan), the bid will be non-responsive unless the bidder requests and obtains a Waiver of Target Subcontracting Percentage (Schedule B, Part III) in advance of bid submission. Failure to submit the completed 'BIDDERS IDENTIFICATION OF SUBCONTRACTORS' form that includes the names of subcontractors and the agreed upon amounts to be paid to such subcontractors will render the bid non-responsive.

After the low bid is announced, the sealed list submitted by the low bidder will be opened and the names or the subcontractors will be announced. The sealed lists of subcontractors submitted by all other bidders shall be maintained by the Agency unopened unless such bidder shall become the low bidder (e.g., the initial low bidder is found non-responsive). All unopened lists of subcontractors shall be returned to the bidders unopened after contract award, unless the bidder has given the agency permission to shred the form.

After bid submission, any change of subcontractor or agreed-upon amount to be paid to each shall require approval of the Agency upon a showing of a legitimate construction need which shall include, but not be limited to, a change in project specifications, a change in project material costs, a change to subcontractor status as determined pursuant to §222 (2)(e) of the Labor Law, or if the subcontractor has become otherwise unwilling, unable or unavailable to perform the subcontract.

BIDDER'S IDENTIFICATION OF SUBCONTRACTORS

SUBMISSION: In addition to its Bid (Bid Envelope# 1), the Bidder must, at the time of the bid, complete and submit this form in a separate, sealed envelope (Bid Envelope # 2). To complete this form, the Bidder must identify the subcontractors it intends to use for the work listed below, as well as the dollar amount to be paid to each subcontractor. Failure to complete this form and submit it in a separate, sealed envelope will result in the disqualification of the bid as non-responsive.

The Bidder intends to use the following subcontractors. If the Bidder intends to do any of the work referenced below with its own forces, the Bidder should complete this form using its own name. If multiple subcontractors for any trade are proposed, Bidder may submit multiple copies of this form.

1. PLUMBING CONTRACTOR: Description of Plumbing Work:

\_\_\_\_\_

(Print Name)

Agreed amount to be paid Subcontractor: \$

\_\_\_\_\_

2. HVAC CONTRACTOR: Description of HVAC Work:

\_\_\_\_\_

(Print Name)

Agreed amount to be paid Subcontractor

3. ELECTRICAL CONTRACTOR: Description of Electrical Work:

\_\_\_\_\_

(Print Name)

Agreed amount to be paid Subcontractor

**BIDDER'S SIGNATURE:** The Bidder must sign and complete this form in the spaces provided below:

\_\_\_\_\_  
 (Bidder's Signature) (Print Name)

\_\_\_\_\_  
 (Address) (Title)

Phone # \_\_\_\_\_ (Date) \_\_\_\_\_

Fax # \_\_\_\_\_

**V. TAX AFFIRMATION**

The undersigned Bidder affirms and declares that said Bidder is not in arrears to the City of New York upon debt, contract or taxes and is not a defaulter, as surety or otherwise, upon any obligation to the City of New York, and has not been declared not responsible or disqualified by any agency of the City of New York, nor is there any proceeding pending relating to the responsibility or qualification of the proposer or Bidder to receive public contracts except

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Full name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**CHECK ONE BOX AND INCLUDE APPROPRIATE NUMBER:**

A.  Individual or Sole Proprietorship \*

SOCIAL SECURITY NUMBER: \_\_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

B.  Partnership, Joint Venture or other Non-Incorporated Organization.

EMPLOYER IDENTIFICATION NUMBER: \_\_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

C.  Corporation (*If a corporation place seal below*)

EMPLOYER IDENTIFICATION NUMBER: \_\_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

By: \_\_\_\_\_  
**Signature** **Title**

If a corporation place seal here:

\* Under the Federal Privacy Act, 5 USC § 552a (1996), as amended from time to time, the furnishing of Social Security Numbers by bidders on City Contracts is voluntary. Failure to provide a Social Security Number will not result in a Bidder's disqualification. Social Security Numbers will be used to identify Bidders, Proposers or Vendors to ensure their compliance with laws, to assist the City in enforcement of laws as well as to provide the City a means of identifying businesses which seek City Contracts.

**VI. BIDDER'S CERTIFICATION OF COMPLIANCE WITH  
IRAN DIVESTMENT ACT**

1. Pursuant to General Municipal Law §103-g, which generally prohibits the City from entering into contracts with persons engaged in investment activities in the energy sector of Iran, the bidder/proposer submits the following certification:

2. [Please Check One]

**BIDDER'S CERTIFICATION**

3.  By submission of this bid or proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief, that each bidder/proposer is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the State Finance Law.

4.  I am unable to certify that my name and the name of the bidder/proposer does not appear on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the State Finance Law. I have attached a signed statement setting forth in detail why I cannot so certify.

Dated: \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME

TITLE

Sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public

**VII. BID BOND FORMS**

1. Each executed Bid Bond shall be accompanied by:
  - a) appropriate acknowledgments of the respective parties; and
  - b) an appropriate duly certified copy of the Power of Attorney or other certificate of authority where the bond is executed by agent, officer or other representative of the Principal and Surety; and
  - c) a duly certified extract from the by-laws or resolution of Surety under which Power of Attorney or other certificate of authority of its agent, officer or representative was issued; and
  - d) a duly certified copy of the latest published financial statement of assets and liabilities of the Surety.
  
2. Affix Acknowledgments and Justification of Sureties.

**BID BOND FORM**

WE \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ hereinafter  
referred to as the “Principal,” and \_\_\_\_\_

\_\_\_\_\_ hereinafter referred to as the “Surety” are held and firmly bound to the CITY OF NEW YORK,  
hereinafter referred to as the “City,” or to its successors and assigns, in the penal sum of

\_\_\_\_\_ (\$ \_\_\_\_\_) Dollars, lawful money of the United States of America, for  
the payment of which said sum of money well and truly to be made, we and each of us bind  
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally,  
firmly by these presents.

**WHEREAS**, the Principal is about to submit (*or has* submitted) to the City the accompanying  
bid, hereby made a part hereof, to enter into, a contract in writing for

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

**NOW, THEREFORE**, the conditions of this obligation are such that if the Principal shall not  
withdraw said bid without the consent of the City for a period of forty-five (45) days after the  
opening of bids and, in the event of acceptance of the Principal’s bid by the City the Principal  
shall:

- A. Within ten (10) days after notification by the City, execute in triplicate and deliver to the  
City all the executed counterparts of the Contract in the form set forth in the Contract  
Documents, in accordance with the bid as accepted, and



- B. Furnish a Performance Bond and a Payment Bond, as may be required by the City for the faithful performance and proper fulfillment of the Contract, which bonds shall be satisfactory in all respects to the City and shall be executed by good and sufficient Sureties, and
- C. In all respects perform the Contract created by the acceptance of the bid as provided in the Information for Bidders, which is incorporated herein by reference or if the City shall reject the aforesaid bid then this obligation shall be null and void; otherwise it remains in full force and effect and the Surety shall fulfill its obligations under this Bid Bond.

In the event that the Principal's bid shall be accepted by the City and the Contract awarded to him, then the Surety hereunder agrees, subject only to the payment by the Principal of the premium therefore, if requested by the City, to write the aforementioned performance and payment bonds in the form set forth in the Contract documents.

It is expressly understood and agreed that the liability of the Surety for any and all claims under this Bid Bond shall in no event exceed the penal amount of this bid as stated herein.

In the event that the City accepts the Principal's bid, and either a Performance Bond, Payment Bond or both will not be required by the City on or before the thirtieth day after the date on which the City signs the Contract, there shall be no liability under the Bid Bond as to such Performance Bond or Payment Bond.

The Surety, for value received, hereby stipulates and agrees that the obligations of the Surety and its bond shall in no way be impaired or affected by any postponements of the date upon which the City will receive or open bids, or by any extensions of the time within which the City may accept the Principal's bid, or by any waiver by the City of any of the requirements in the bid documents. The Surety hereby waives notice of any such postponements, extensions, or waivers.

**IN WITNESS WHEREOF**, the Principal and the Surety have hereunto set their hands and seals and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
**Principal** (LS)

(Seal)

By: \_\_\_\_\_

\_\_\_\_\_  
**Surety**

(Seal)

By: \_\_\_\_\_

**ACKNOWLEDGMENT OF CONTRACTOR—IF A CORPORATION**

State of \_\_\_\_\_ County of \_\_\_\_\_ ss:

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me personally appeared \_\_\_\_\_  
\_\_\_\_\_ to me known, who being by me duly sworn, did depose and say  
that he /she resides at \_\_\_\_\_, that he/she is  
the \_\_\_\_\_ of \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_ the  
corporation described in and which executed the foregoing instrument; that he/she knows the seal  
of said corporation; that one of the seals affixed to said instrument is such corporate seal; that it  
was so affixed by order of the directors of said corporation, and that he/she signed his/her name  
thereto by like order.

\_\_\_\_\_  
**Notary Public**

**ACKNOWLEDGMENT OF CONTRACTOR—IF A PARTNERSHIP**

State of \_\_\_\_\_ County of \_\_\_\_\_ ss:

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me personally appeared \_\_\_\_\_  
\_\_\_\_\_ to me known and known to me to be a member of the firm  
of \_\_\_\_\_  
the firm described in and who executed the foregoing instrument and he/she acknowledged to me  
that he/she executed the same as and for the act and deed of said firm.

\_\_\_\_\_  
**Notary Public**

**ACKNOWLEDGMENT OF CONTRACTOR—IF AN INDIVIDUAL**

State of \_\_\_\_\_ County of \_\_\_\_\_ ss:

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me personally appeared

\_\_\_\_\_  
to me known and known to me to be the person described in and who executed the foregoing instrument and he/she acknowledged to me that he/she executed same for the purpose herein mentioned.

\_\_\_\_\_  
**Notary Public**

Please sign below in acknowledgment of this addendum and submit this addendum with your bid.  
All other aspects and requirements of the bid remain unchanged.

\_\_\_\_\_  
Agency Chief Contracting Officer

**I acknowledge receipt of this addendum.**

\_\_\_\_\_  
**Bidder/Company Name (Print)**

\_\_\_\_\_  
**Authorized Representative (Print Name)**

\_\_\_\_\_  
**Authorized Representative (Signature)**

\_\_\_\_\_  
**Date**