



DAVID J. BURNEY, AIA
Commissioner

DAVID RESNICK, AIA
Deputy Commissioner
Structures

Date: September 5, 2006
From: Alla Mohi Eldin
Senior Project Manager
To: All Attendees

Pre-Proposal Conference August 30, 2006 Minutes

Attendees:

Ali Mallick – DDC	L. Ricco – Gedeon GRC
Bharat Parekh - DDC	John Rivera – Future Tech Consultants
Marie Jean-Louis – DDC	Oded Horodniceanu - Urbitran
Stephen Geisinger – DDC	Joannene Kidder – Urbitran
James Pyun – DDC	A. D. Sheth – KS Engineers
Magdy Elkafafi – HAKS Engineering	Fred Elsatad - GEB
Manny Beigeimacher – Munoz Engineering	Kirti Gandhi – Gandhi Engineering
John Saia – MJ Engineering	Anan Aggarwal – Andy Builders
Ayman Baki – Tectonic	Muhammad Izhar – SI Engineering
Charles Leute – Ammann & Whitney	Oscar Walters – Demerara Engineering
Tony Valente – AIA Engineers	Raj Ravilla – KC Engineers
Michael Bailey – LiRo Group	Bruno Goldstein – KC Engineers
John Khachmanian – LiRo Group	

**Re: Pre-Proposal Conference – Resident Engineering Inspection Services for the
Reconstruction of Retaining Walls, Citywide
PIN: 8502006VP0014P**

Meeting Started at 10:00 AM on August 30, 2006 at 30-30 Thomson Avenue, Long Island City, NY

- The Assistant Commissioner started the Pre-Proposal Conference with an overview of the project.
- Stephen Geisinger of the DDC Agency Chief Contracting Office (ACCO) reminded proposers not to leave blanks on the fee sheets.
- Bidders were instructed to email additional questions to Stephen Geisinger, at geisinge@ddc.nyc.gov



Question and Answer

Question: For payment purposes, does the contract use fee curve for team & multiplier for individuals? What is the evaluation process?

Answer: Yes. 80% on fee curve; 20% on multiplier.

Question: Would a Task Order be issued for one wall?

Answer: Likely, but not necessarily. For rapid response, multiple locations may be combined into one Task Order.

Question: What is the minimum amount of a Task Order?

Answer: There is no minimum amount.

Question: Each Task Order requires registration. No M/WBE requirements. Correct?

Answer: An addendum was issued outlining no M/WBE requirements for this contract. If it changes an addendum will be issued.

Question: How are specialty titles such as a marine engineer paid?

Answer: Additional Professional Services.

Question: How many projects are in progress / on the horizon?

Answer: 6 in design; construction of 1 (Kappock St., Bronx) to start in FY 2007 and the others to follow soon.

Question: Would REI be a part of some stand-alone projects?

Answer: Some retaining wall construction contract would require project specific REI contract and would not necessarily use this REI requirements contract, most likely for construction contracts over \$8M.

Question: Sequence of Task Order's?

Answer: As-needed basis.

Question: Who is responsible if a wall collapses after reconstruction?

Answer: The responsibility of the REI firm is to ensure that construction activities complies to the design documents. Please read the RFP.

Question: How are additional services paid?

Answer: Team services would be paid by multipliers, and subs' (as pass throughs).

Question: Will you consider two fee curves – sea and land?

Answer: No.



Question: How are titles such as in-house marine engineer going to get paid?

Answer: Multiplier.

Question: What titles would be used for a typical project? Is community liaison a given?

Answer: R. E., inspector, office engineer. Community liaison only if needed.

Question: Community liaison's hourly rate seems low.

Answer: Use a multiplier accordingly.

Question: Are all walls City property?

Answer: Yes.

Question: Are permits required for access?

Answer: If so, it's obtained as a part of design effort. However, it is the responsibility of the REI to ensure that the permits are in effect for the required work or access.

Question: For construction costs over \$8M or so what do you do?

Answer: A stand-alone contract for \$8M+ is likely.

Conference adjourned.