



March 31, 2010

INVITATION FOR BID

School: Forest Hills HS (Queens)
Description: Paved Areas - Concrete and Site Drainage
Design No.: D012369
Performance Period: 420 Continuous Calendar Days (See page BC-2)
Project Range: \$3,770,000 to \$3,964,000
Liquidated Damages: Fifteen Hundred Dollars (\$1,500) Per Continuous Calendar Day (See page BC-2)
Price of Documents: \$100
Documents Available: April 5, 2010
Pre-Bid Meeting Date: April 15, 2010 at 10:00 A.M. at Forest Hills HS: 67-01 110th Street, Forest Hills, NY 11375.
Bid Opening Date: April 26, 2010 at 11:00 AM

Insurance: See specific Contractor-furnished insurance requirements and SCA-furnished Wrap-up Insurance coverage, for this procurement, is in the General Conditions Section (Appendix J). SCA's Owner Controlled Insurance Program, Construction Insurance Manual is available for "viewing" in the SCA Plans Room.

BIDDERS ARE ADVISED THAT THERE IS A NEW FORTY-THREE (43) PAGE PROJECT LABOR AGREEMENT COVERING SPECIFIED CONSTRUCTION WORK UNDER THE CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2009-2014, WHICH IS HEREBY MADE PART OF THE SOLICITATION DOCUMENTS. BIDDERS SHOULD FAMILIARIZE THEMSELVES WITH THIS NEW AGREEMENT AS CHANGES HAVE BEEN MADE FROM THE PREVIOUS AGREEMENT. QUESTIONS REGARDING THIS NEW PROJECT LABOR AGREEMENT SHOULD BE DIRECTED TO THE SCA'S GENERAL COUNSEL.

To Whom It May Concern:

Sealed bids will be received by the New York City School Construction Authority, 30-30 Thomson Avenue at the Plans room window in Room #1046 (1st Floor), Long Island City, NY, 11101 until the above referenced bid opening, as amended. The envelopes for bids submitted via overnight mail must properly reflect the information stipulated in the Information for Bidders, Section II, Preparation of Bids, Subsection A. Bids will be publicly opened and read immediately following the bid opening date and time, as amended, in the Bid Room (First Floor).

IMPORTANT! The SCA has revised the Bid & Contract Agreement and the General Conditions of this Solicitation Documents to include the following changes:
Table with 2 columns: Description, Document Location

PHASING EXHIBIT: Attached hereto and made a part hereof the Solicitation documents, contains the Phasing Plan and the Coordination for this Project.

IMPORTANT!: PROJECT LABOR AGREEMENT (PLA)
As a condition of award under this Solicitation, the New York City School Construction Authority will require the lowest responsive, responsible bidder and its subcontractors of any tier performing Work on this project to become signatory to, and be bound by, the provisions of the Project Labor Agreement (PLA) attached hereto. The PLA applies to the Work to be performed under this solicitation and bids must be prepared in compliance with the Project Labor Agreement.

30-30 Thomson Avenue
Long Island City, NY 11101-3045
Phone: 718 472-8000
Fax: 718 472-0477
Website: www.nycsca.org

Contractor is required to execute an Affidavit pursuant to which Contractor agrees to become signatory to, and abide by, the provisions of the PLA. This Affidavit will be issued at the time of the Notice of Intent to Award letter. Contractor must sign, notarize and return this document to the SCA along with Payment & Performance Bonds and any other required documents necessary for execution of contract. Failure to submit this Affidavit will deem your firm non-responsive and, therefore, ineligible for award of contract under this solicitation.

**BREAKDOWN TEMPLATE:** The apparent low bidder for this project will be required by the SCA to submit their bid breakdown in the format provided on the attached Bid Breakdown template which is to be completed and submitted to the SCA by the apparent low bidder within twenty-four (24) hours of the bid opening. Firm will be expected to fill only those lines which are applicable to this specific project and leave the remaining lines blank.

**ALLOWANCES:** Bidders are to include in their Lump Sum Bid Amount a total allowance of \$435,000 as specified in Section S01010 "SUMMARY OF WORK", Article 1.02, Paragraph C, Schedule of Allowances, Items 1 thru 5.

**Lump Sum Bid Amount:** Bidders shall submit a LUMP SUM BID AMOUNT to complete the project within the duration of the "Performance Period" under the conditions specified in the solicitation documents as follows:

**ALL WORK THAT IS NOT OTHERWISE RESTRICTED SHALL BE PERFORMED AFTER NORMAL SCHOOL HOURS. NORMAL SCHOOL HOURS ARE DEFINED IN PHASING EXHIBIT.**

Sets of Solicitation Documents for the subject contract may be obtained from the Plans Room between the hours of 8:00AM and 5:00PM (except on SCA holidays) upon receipt of a non-refundable payment of \$100 per set. Only certified checks or money orders made payable to the order of the New York City School Construction Authority, 30-30 Thomson Avenue, Long Island City, NY, 11101 will be accepted. When purchasing Solicitation Documents, all contractors must provide the following information: complete company name, complete mailing address, telephone number, fax number and point of contact.

Pursuant to the SCA's authorizing legislation, contracts will only be awarded to contractors prequalified by the SCA. If a company is not prequalified at the time of the bid opening that company's bid will **not** be accepted. To enable as many firms as possible to bid on SCA solicitations, the SCA is making every effort to expedite processing of prequalification applications. However, it is vital that contractors insure their contract award eligibility by verifying that they are currently prequalified. (For information contact SCA's Prequalification Dept. at (718) 472-8777).

#### **Wicks Trade Work**

A "Wicks" subcontractor is defined as a subcontractor performing construction work in the HVAC, Plumbing & Gas Fitting or Electrical Trades and (except for HVAC) is licensed to do business in the **CITY OF NEW YORK** in that trade.

**The SCA has determined that the work under this solicitation involves Plumbing and Gas Fitting Work.** Therefore, the Bidder must include with its bid, and in accordance with the Information for Bidders Section, the name of its proposed "Wicks" trade subcontractor and estimate for the trade listed in the previous sentence. Therefore, the bidder **must** complete and submit with its bid the Bidder's Request for Subcontractor Approval Form (page RS-1). **CONTRACTORS THAT FAIL TO SUBMIT THIS COMPLETED FORM SHALL BE DEEMED NON-RESPONSIVE.**

If the Bidder intends to perform the "Wicks" trade work with its own forces, it must include with its bid, in accordance with the Information for Bidders Section, its name, the trade(s) and an estimate for the trade(s). Bidders intending to perform electrical or plumbing work with their own forces must be properly licensed to perform this work in the **CITY OF NEW YORK**. If a bidder intends to perform HVAC work with its own forces it must furnish, upon the SCA's request, evidence satisfactory to the SCA that it possesses the technical capability to perform the HVAC work in accordance with the Contract Documents.

**Bid Financial Submissions**

The Bidder must submit with its Bid the below-listed items as an update of its prequalification application. The SCA reserves the right to require the Bidder to provide additional information and/or clarifications regarding its financial resources following the bid opening.

1. Copy of bidder's most recent audited or reviewed Financial Statement including Certified Public Accountant's signed report, balance sheet, statement of income and retained earnings, statement of cash flow and footnotes. If the audited or reviewed statement is unavailable, the bidder must provide a copy of the most recent signed Federal Tax return. The submitted Financial Statement or Federal Tax return must not be more than one year old as of the bid opening date.
2. Copy of the bidder's "Aged Accounts Receivable Schedule" as of the Financial Statement or Federal Tax return date. The aging must be in 30 day increments up to 120 days and over. Retainage owed to the Bidder must be separately classified, or the amount of retainage included in Accounts Receivable must be clearly indicated.
3. Using the format of the "Bidder's Line of Credit/Construction Backlog Summary" on Information for Bidder Section page LCCB-1, furnish the requested information regarding the Bidder's currently available lines of credit and the Dollar value of the Bidder's construction backlog existing at time of Bid that will be performed concurrent with the duration of the project for which the bid is being submitted. **NOTE:** Do **not** include backlog related to bidder's Construction Management services; do **not** include backlog for projects scheduled to commence after the scheduled completion date of the project for which the bid is being submitted; do **not** include in the backlog the dollar amount of the bid being submitted.

All apparent low bidders are subject at the time of bid to a financial analysis, which uses a formula to determine, among other attributes, the relationship between the bidder's backlog of work and its current financial strength. Upon receipt of written requests, the SCA will provide a copy of the final draft of the April 1996 consultant's report that includes the aforementioned formula.

The bidder determined by the SCA to be the apparent low responsive bidder at the time and place of the bid opening must submit to the SCA's Director of Business Development Unit, within ten (10) days of the bid opening, a proposed Subcontracting Plan and an Employment Report (if applicable) that meets or exceeds the requirements of the Information for Bidder Section and Attachment "A". The Subcontracting Plan and Employment Report must identify the applicable SCA Solicitation No., the Project/School/Borough Description and the name of the prime bidder. Bidders are strongly encouraged to become thoroughly familiar with these provisions and related attachments which have been recently added or revised.

Upon the bidder's request and following the bid opening, the bidder's Bid Bond (or certified check in lieu of) will be returned in accordance with the solicitation documents. **All questions by prospective bidders concerning this solicitation should be directed in writing to Ms. R. Sharon Singh, Contract Administrator at E-mail: [rsingh@nycsca.org](mailto:rsingh@nycsca.org), or Fax Number: (718) 472-0477 and Phone Number: (718) 752-5843**

Sincerely,

  
Nicole M. Major  
Director, Contract Administration

NMM/rss

cc: A. Abbruzzese R. Melville G. Tung R. Wasp S. Montague G. Toma  
B. Gavosto S. Petraglia Reed Construction CDS News Dodge Report Contract File