

Request for Qualifications for General Contractors for FEMA and Non-FEMA funded Construction Projects

Section I: Request for Qualifications Overview and Qualification Procedures

1.0 Introduction

This package has been revised from the initial release and incorporates all addenda information as well as any further revisions.

NYULMC is seeking qualified General Contractors (GC) for various construction projects for its facilities that suffered damage as a result of Super Storm Sandy, other FEMA-funded projects as the need arises, and for general construction projects.

GCs will be qualified for the following types of projects at different construction values as detailed in the qualifications package:

Medical research facility; medical offices; operating rooms; diagnostic and treatment rooms (including applicable medical equipment); acute patient care facilities (including overnight medicine, PACU, ICU, Bone marrow transplant, transplant, urgent care, and ED); administrative offices; educational space (lecture halls and classrooms); other general construction, including, but not limited to, institutional kitchen; and plaza/landscape.

Qualified GCs will enter into a Master Agreement with NYULMC. GCs will compete for various construction projects for which the GC will be expected to begin work upon issuance of a Work Order. The form of the Master Agreement is included as part of this RFQ. All firms are required to review the Master Agreement in its entirety. Firms must complete and submit the Master Agreement Acknowledgement and Agreement certifying that if deemed qualified by NYULMC, your firm will execute the Master Agreement without alterations or modifications to the terms and conditions contained therein.

Once GCs are qualified for the rotation for FEMA work, they will automatically be qualified for non-FEMA work.

Since the rotation is anticipated to be in effect for several years, firms initially qualified must remain qualified by NYULMC to be considered for award of a project.

GCs must take all necessary affirmative steps to assure that minority and women-owned business enterprises firms are utilized for the work when possible.

Affirmative steps shall include:

- Placing qualified small and minority and women-owned business enterprises on solicitation lists;
- Assuring that small and minority and women-owned business enterprises are solicited whenever they are potential sources;
- Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small, minority, and women-owned business enterprises;

- Establishing delivery schedules, where the requirement permits, which encourage participation by small, minority, and women-owned business enterprises; and
- Using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the Department of Commerce

This Request for Qualifications includes:

- ◆ Section I: Request for Qualifications Overview and Qualification Procedures
- ◆ Section II: Forms (if any) for the qualification package
- ◆ Section III: Attachments (if any)
- ◆ Section IV: Form of contract that NYULMC intends to use for the Master Agreement entered into as a result of this solicitation.

2.0 Qualification Process

Qualifications will be accepted on an on-going basis and GCs may be qualified at any time. GCs are encouraged to submit their qualifications as soon as possible.

See the solicitation schedule below.

Solicitation release date (Initial):	February 6, 2013
Receipt of inquiries:	On-going
Submissions will be accepted on an on-going basis	On-going.

3.0 General Instructions

- 3.1 Any information that NYULMC may have released either orally or in writing before the issuance of this RFQ is considered preliminary and NYULMC will not be bound by such information.
- 3.2 To be eligible for award of a contract, a GC must be deemed qualified by NYULMC.
- 3.3 If someone other than the president, vice president, or general partner of a GC signs a Qualification Package, the package is to include evidence of the agent's authority.

4.0 Point of Contact for this RFQ

GCs are advised that NYULMC's Project Manager for all matters concerning this RFQ is:

Joy C. Bennett
 NYU Langone Medical Center
 Real Estate Development + Facilities
 339 E. 28th St
 New York, NY 10016
 Telephone: 917-922-5404
 Email: joy.bennett@nyumc.org

5.0 Requests for Clarification and Addenda

- 5.1 Any inquiry regarding this solicitation shall be made in writing. To be considered, inquiries are to be addressed to the Project Manager by the date specified for receipt of inquiries.
- 5.2 NYULMC will issue responses to inquiries and any other corrections, amendments, and the like which it deems necessary in written addenda. NYULMC will endeavor to email addenda to each person recorded as having been furnished a copy of the RFQ, however, all addenda will be posted on the website and it is incumbent upon the GC to ensure they have obtained and acknowledged all addenda (if any).
- 5.3 GCs must acknowledge receipt of addenda on the Addendum Acknowledgement Form and submit it with their qualifications.
- 5.4 GCs should not rely on any representations, statements of clarifications not made in either this RFQ or a formal addendum.
- 5.5 NYULMC reserves the right to waive minor informalities in proposal submissions.

6.0 Restrictions on Contacts During the Solicitation Process

GCs are advised that from the date that this RFQ is issued until the award of any resultant contract, they are not to contact any NYULMC employees or consultants about any matter related to this solicitation unless the Project Manager has given permission to do so.

7.0 Qualification Package Submission Requirements

- 7.1 All GCs must immediately submit the completed Registration form contained in RFQ to REDFSollicitation@nyumc.org and joy.bennett@nyumc.org to ensure that NYULMC has the correct contact information for addenda and any other correspondence.
- 7.2 Submit a copy of the entire qualification package by email to REDFSollicitation@nyumc.org and to joy.bennett@nyumc.org and one (1) original hard copy in a D-ring binder of a size sufficient to fit the submission, but not larger. NYULMC is accepting qualification packages on an on-going basis and GCs are encouraged to submit their qualifications as soon as possible. Please be certain to clearly mark the solicitation name on the outside of the submission envelope and include your company name and address. Address package to:

Joy C. Bennett
Real Estate Development + Facilities
NYU Langone Medical Center
339 East 28th Street
New York, NY 10016

- 7.3 Qualification package shall contain the materials described below:
- ◆ Completed and notarized Contractor Responsibility Questionnaire
 - ◆ Completed and notarized General Contractor Technical Qualifications Questionnaire with any supporting documentation. For Part III of the Questionnaire, please only check the types and \$values of construction for which you can demonstrate you are reasonably qualified by presenting representative projects. If your firm will not bid on projects valued under certain amounts, e.g. <\$5M, please do not check those boxes.
 - ◆ Completed Master Agreement Acknowledgement and Agreement
 - ◆ Any documentation to support your qualifications.

8.0 Qualification Package Evaluation

The evaluation criteria, listed in order of importance, are:

- ◆ Experience
 - Experience within a complex urban environment
 - Significant experience with the types of construction for which the GC is qualified (see the types of construction in the technical qualification questionnaire)
 - Ability to meet schedules
- ◆ Complex project implementation
- ◆ Strong management controls including the ability to meet schedules and administer the contract
- ◆ Resources
- ◆ Safety record
- ◆ Moral integrity

9.0 Withdrawal of Qualifications Package

GCs may withdraw their qualifications package from consideration at any time prior to award of the contract by notifying the Contact Person promptly in writing to avoid unnecessary review by NYULMC. NYULMC will have the right to discard or retain for its records copies of the package withdrawn from consideration.

10.0 Conditions, Terms and Limitations

- 10.1 NYULMC reserves the right to: (i) reject all qualification packages submitted; (ii) require revisions to, corrections, or other changes to any qualification package submitted as a condition to its being given any further consideration.
- 10.2 No GC shall have any rights against NYULMC arising at any stage of the solicitation or from the fact that NYULMC does not qualify a GC for award under the Master Agreement.
- 10.3 NYULMC is not liable for any pre-contract activity or costs incurred by GCs in preparing qualification packages.
- 10.4 NYULMC may contact anyone, whether listed as a reference or not, to obtain information about a GC, or other information relevant to a qualification package.
- 10.5 All RFQ submission materials become the property of NYULMC.

Section II: Forms - attached

- ◆ RED+F Qualification Questionnaire
- ◆ General Contractor's Technical Qualification Questionnaire
- ◆ Registration Form
- ◆ Master Agreement Acknowledgement and Agreement

Section III: Attachments

- ◆ Addendum Acknowledgement Form

Addendum Acknowledgement Form

The proposer acknowledges the receipt of the following addenda:

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Section IV: Form of Contract

The form of contract that NYULMC intends to enter into as a result of this solicitation is attached.