



NOTICE TO ALL FIRMS

Date: May 12, 2025
To: All Prospective Bidders
From: Sam Li
Director of Procurement Services
Re: Addendum Number 2
IFB # C1569 – As-Needed Plumbing Repair Services

Notes:

1. The **bid due date for this project is now May 16, 2025, 12:00 PM. We must receive the bids on or before May 16, 2025, 12:00 PM**

Questions

- Q1. Please clarify the following, “The bid submittal shall contain the names and work experience of the service personnel who will service equipment”
- A1. Please provide resumes and list qualifications of those individuals that would be assigned to work at FIT.
- Q2. Confirm “10-hour OSHA outreach Training Program” is the standard 10-hour OSHA certification.
- A2. Yes.
- Q3. Clarify the number of certificates you are requiring proof of, for the same certificate.
- A3. All individuals should hold the OSHA 10 hr certification.
- Q4. Is M/WBE and SDVOB required under this contract? If so, what are the percentages?
- A4. As stated in the bid, “FIT **encourages** minority and women business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate with that commitment. Also, bidders are encouraged to use Service-Disabled Veteran-Owned Businesses (SDVOB). A directory of New York State Certified Minority and Women’s Business Enterprises is available from: Empire State Development Corporation, Minority and Women’s Business Development Division at: <http://www.esd.ny.gov/mwbe.html> to assist potential bidders in locating sources of M/WBE subcontractors and reaching these goals. SDVOBs can be readily identified on the directory of certified businesses at: <https://online.ogs.ny.gov/SDVOB/search>.”

- Q5. Would this contract include any **new** work in addition to repairs and replacements? This will affect the prevailing wage rate that the contractor will need to follow.
- A5. The contract can possibly include new work that has a cost below \$100,000 for a project.
- Q6. Is an EHS plan required for each specific project or a general EHS plan is suitable per building?
- A6. A generic EHS plan is suitable per building.
- Q7. Clarify the following, "perform fire hydrant testing" Will this be completed on property or with FDNY?
- A7. The fire hydrant testing will be completed on property and the test report should be provided to FIT. Fire hydrant testing should comply with FDNY requirements.
- Q8. Will this contract include a sprinkler/standpipe FDNY inspection?
- A8. The contract should include sprinkler/standpipe assistance for the FDNY inspections.
- Q9. How to proceed if permits, plans, engineering, expediter, etc. is required? As this is not on the price schedule, kindly advise the markup on such items.
- A9. The engineering cost and expediter cost are not included in this contract. The work permit required to perform some repairs/modification work should be included in the markup/overhead and should be at no additional cost for FIT.
- Q10. As the prevailing wage rates increase every 6 months to 1 year, kindly advise how the contractor will proceed.
- A10. Please present us with the updated DOL prevailing wage increase and your suggested increase. FIT will verify the increase and discuss prior to agreeing to the contractor's suggested increase.
- Q11. How to proceed with rental equipment, if needed? What would the percentage be for those such items?
- A11. The cost of the rental equipment should be included in the markup/overhead.
- Q12. Please provide sample "Monthly compliance form" to show each payment requisition. Is this to show all updated payments from the start of the contract or just the previous months payments received?
- A12. The contractor should use AIA G702 for monthly payment or for smaller projects the contractor can use their custom format to submit invoices.
- Q13. To confirm, there is no bid bond for this contract?
- A13. There is no bonding requirement for this contract.

- Q14. An LMP will bid the contract, kindly confirm that the Fire Suppression License will be issued as proof from a subcontractor as AN LMP is typically not licensed in both areas unless grandfathered in from years ago.
- Please confirm that upon invoicing, the licensed Fire Suppression company will be billed as a subcontractor.
- A14. Each project will require to submit a proposal (unless it is emergency repairs) and the cost of a specific subcontractor should be submitted as separate line item on the proposal.
- Q15. Kindly advise payment terms. What is the expected payment after an invoice submission?
- A15. FIT's standard payment term is Net30.
- Q16. As our accountant is not yet completed with the 2024 financial report, please confirm we can submit 2023 and 2022 financial reports.
- A16. Yes, the 2022 and 2023 financial reports are acceptable.

THIS ADDENDUM IS PART OF THE CONTRACT DOCUMENT AND SHALL BE INCLUDED WITH YOUR REQUEST FOR PROPOSAL SUBMITTAL. YOUR SIGNATURE BELOW WARRANTS THAT YOU UNDERSTAND THIS ADDENDUM AND THAT YOU HAVE MADE THE APPROPRIATE ADJUSTMENTS IN YOUR PROPOSAL AND CALCULATIONS.

Signature

Print Name and Title of Authorized Representative

Print Name of Company/Partnership/Individual

Date