



NOTICE TO ALL FIRMS

Date: June 3, 2024

To: All Prospective Bidders

From: Sam Li
Deputy Director of Purchasing

Re: Addendum Number 1
IFB # C1616 – As-Needed NAB Donor Paver Engraving Services

Questions:

- Q1. Your bid sheet analysis form estimates 360 various size inscriptions to be engraved on 4.8x1.6 pieces of stone. This is an enormous amount of work if bid at one time and would get you the best price if done this way. What is FIT's phasing plan?
- A1. FIT intends to have the winning contractor come to the site twice a year for several years to perform the paver engraving until all pavers are engraved. The amount of work per visit will depend on the amount of donor inscriptions being requested semi-annually.
- Q2. On your specs they are also calling for things, like, permits, protection, dust mitigation, architectural drawing, site review, site repair, samples, and scheduling. This is usually not a problem but when you are asking for renewal on some of the costs such as permits, remobilization will add to the cost each time. When we have a finite amount of engravings timing can be closely figured out but, in this case, because you have varying size letters and varying amounts of letters on each stone it is harder to make an evaluation for future engraving. I can tell you that we will only be able to do 18 stones in a day. Our price for architectural drawings and permits will be presented separately. Since this is an open bid, we will submit our pricing once these questions are answered. But remember every time you remobilize us you will have the permit costs in addition to our daily wage.
- A2. Yes, it makes sense for mobilization costs to be broken out separately. Please see revised bid analysis form. Please complete and submit this revised bid analysis form with your bid.
- Q3. In speaking with my permit expeditor, he said the work we would be doing is somewhat of a grey area since some of his contractors have chosen not to get permits for things like this, but you would have to take a risk. This is something your team will need to discuss but please keep in mind that for the purpose of this bid every time you remobilize us you assume this cost.
- A3. FIT's architect is not aware of any construction permit req. for the engraving work itself. It's possible there will be a permit req. for use of the adjacent sidewalk for mobilization. However, we would defer to the installer what kind of a permit might be required. FIT is aware that there is a cost to pull permits each time the installer remobilizes, if permits are required.
- Q4. Engraving 360 inscriptions in 10 days is very tight due to the extra steps that we must do prior to begin engraving the pavers each day we are at site. In addition, implementing the prevailing

wage rate to try to keep to that demanding time frame you would need excessive overtime and maybe even a Saturday, causing the project costs to increase substantially. That is why the bid analysis form is in question.

- A4. We do not have a 10-day limit for engraving. Please refer to the revised bid analysis form which clarifies the number of pavers that we estimate the contractor to perform per day.
- Q5. There is an item in the specs that says you need to protect the infill of the letters for 24 hours. I want to make you aware that we use industry standard exterior stone paint that when we leave for the day your walkway can be used. If we use protection on the floor, we will have to send men to your property at a prevailing wage to remove it, thus adding more cost to your project each time.
- A5. Refer to project specifications section 101401.2.3 for specified paint manufacturer. According to section 101401.3.5, the Design Team is amenable to recommendations by the stone engraver to ensure curing of color infill stone paint. The installer shall follow exterior stone paint manufacturer's requirements for stone paint curing and protection. If that does not require 24-hour protection, the design team defers to the manufacturer's requirements.
- Q6. I did not see the earliest time work can start. Can you give me that information? (We prefer early start 7am)
- A6. Earliest start time is 8:00 AM.
- Q7. I believe it has been made clear to all parties that mason-building/heavy and highway is the prevailing wage that everyone will be required to bid.
- A7. Correct.
- Q8. Just confirming no bond required.
- A8. Correct, no bond is required for this project.
- Q9. Under section .03 general requirements it is not and has never been our responsibility to approve drawings submitted for your approval. We will provide the proof drawings and if correct on your drawing it will be correct on your stone, that is the responsibility of our customer to review thoroughly and that is our company policy and will not be changed.
- A9. Specifications section 101401.1.4.B requires shop drawings for the installation of all work and associated components. If a contractor's facility does not provide this service, the contractor may be required to contract this work out separately. The owner will provide artwork templates with final donor names and layout. The contractor will be responsible for providing the fabrication shop drawings.
- Q10. We would like to know if we will have availability for parking on your property or must find parking on the street. Keep in mind we have a compressor and it will be in use at all times.
- A10. FIT doesn't have any available parking.

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

ATTACHMENT C - BID ANALYSIS FORM
FASHION INSTITUTE OF TECHNOLOGY
AS-NEEDED NAB DONOR PAVER ENGRAVING SERVICES
INVITATION FOR BID NUMBER C1616
PRC # 2024004800

Notes to Bidders:

- b. **This is a requirements contract. FIT makes no guarantee of the amount of Work for this Contract. The quantities stated in the Bid Analysis Form are estimates only** (See Section F(1), Contract Terms and Conditions).
- c. **Prevailing Wage & Supplemental Benefit shall equal or exceed the rate listed on the NYSDOL Prevailing Wage schedule.** The NYS Department of Labor states that the engraving work is covered by prevailing wage under cement masons. Refer to area highlighted in yellow in Exhibit B: Prevailing Wage Schedule.
- d. Bidder shall complete, sign and date in all spaces indicated. Make sure calculations on the Bid Analysis Form are correct before submitting your bid.
- e. Provide and deliver goods as per specifications and drawings listed below. Bidder shall bid as per specifications. Any substitution can be cause to reject your bid. **No substitution of specification.**

Contractor must incorporate the prevailing wage & supplemental benefit cost into the unit price of the pavers.

A)

Item	Estimated Quantity of Pavers to be performed on per day	Item Description	Unit Price	Unit	Bid Price (Qty x Unit Price)
1)	18	Engraving of Donor Pavers – Donor Paver Type A	\$	Each	\$
2)	18	Engraving of Donor Pavers – Donor Paver Type B	\$	Each	\$
3)	18	Color Infill of engraving – Donor Paver Type A	\$	Each	\$
4)	18	Color Infill of engraving – Donor Paver Type B	\$	Each	\$

B) Price for Architectural Drawings \$ _____

C) Price for permits per visit \$ _____

Grand Total of Bid Prices for A (1-4), B, & C combined: \$ _____

Bidder:

(Print or Type Company/Partnership/Individual Name)

By: _____
(Signature of Authorized Representative)

Name: _____
(Print or Type Name of Representative)

Title: _____
(Print or Type Title of Representative)

Address: _____

Telephone: _____

Facsimile: _____

Federal ID #: _____

E-mail (if, any): _____

Date: _____

IMPORTANT:

This bid analysis form is the **only** pricing format acceptable. Bidders **must** submit pricing using this form. **FIT will not accept bid responses on any other form.**

NOTE:

FIT will not sign any bidder generated contract, agreement or scope of work. FIT Bid and Terms and Conditions apply. Bidder requirement for FIT to sign any document will be grounds for rejection. Bidder inclusion of any conditions, clarifications, exceptions or changes which are not in compliance with FIT Bid and Terms and Conditions will be grounds for rejection.