



GOVERNOR'S OFFICE OF STORM RECOVERY

Andrew M. Cuomo
Governor

Seth Diamond
Director

James Rubin
Director



August 7, 2014

Responses to questions in reference to the Governor's Office of Storm Recovery Disaster Recovery Construction Management Support Services (CM) dated July 1, 2014.

1. Is there someone we can talk to about the procedure in putting a bid package together?
 - a. Yes. The period for questions has been extended to August 11, 2014 and an additional pre-proposal meeting will be held on August 13, 2014.
2. In section 1.6 "Scope of Services," the RFP states that awards will only be made for Task 1 or "one or more of Tasks 2-6." Does this mean that a firm can choose to submit on selected CM tasks, and not on all five?
 - a. Firms may choose to submit on any number of tasks.
 - b. Firms may be awarded Tasks 2-6 or a portion thereof.
3. In section 3.1, proposal instructions state that there is a 30-page total limit for the technical volume. Does that mean that regardless of whether a firm proposes on only one or all five CM tasks the page limit is the same?
 - a. The 30 page limit has been increased to 50 pages. This limit remains the same whether a firm proposes on a single task or a combination of all five CM tasks.
4. In addition to the resumes we submit using Exhibit F:
 - a. Are we to also submit company-style resumes? – No
 - b. Should the Exhibit F format be kept to one page? – No, but please try to limit to two pages.
 - c. Should 12 point font also be used on Exhibit F resumes? Yes
 - d. Only one resume per key person should be submitted. Resumes are not included in the page limit.
5. GOSR has listed in Exhibit "A" non-reimbursable expenses. Many of these listed will be incurred by the contractors in the normal performance of the work assignments. Mileage, Tolls, and parking costs associated with field work can be significant. Should the bidders include these costs in their overall Overhead multiplier?



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- a. In the interest of clarity, mileage, tolls and parking cost will be excluded from overhead and if authorized will be considered a reimbursable expense.
 - b. GOSR reserves the option of negotiating a lump sum for this reimbursement.
 - c. Additionally, extraordinary printing, specialized equipment, software, additional approved information systems support and or installations will also be excluded from overhead. However, all normal operating costs associated with maintaining a professional office and providing necessary standard office tools to staff is be included in overhead and shall not be reimbursed separately.
6. The RFP states that editable versions of Exhibits D, E and F and copies of Exhibit C Forms and Checklists are available on the GOSR Procurement Website. Where can I find these forms?
 - a. Exhibits C, D, E, F and G are now available on the Procurement website as a link under the solicitation. Please note that the Exhibit G – MWBE Participation Table is included as a tab in the Price Proposal Worksheet – Exhibit E.
7. In section 5.3 “Proposal Format,” the RFP states that it requires that resumes be provided in table format (Exhibit G) in the “Staffing Plan and Resumes” section (5.3.2) but then requires that resumes and professional qualifications be provided for all project personnel in the “Experience and Capacity” section (5.3.3). In which section do you want the resumes?
 - a. Section 5.3.2 requires respondents to provide resumes according to the template in Exhibit F. Please include resumes in the Staffing Plan and Resumes section.
 - b. The Experience and Capacity section should describe the firm’s experience and capacity as a whole.
 - c. Do not duplicate information already included in the Staffing Plan and Resumes section, but if there is additional information regarding firm personnel that helps demonstrate your firm’s capacity to perform services, it may be included.



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8. Can our firm provide a proposal for task #5 only?
 - a. Yes, firms may bid on one or more tasks.

9. Is a bid bond needed?
 - a. A bid bond is not needed to respond to this solicitation.

10. RFP Section 3.1 Proposal Instructions, Page 25: Are the Table of Contents, List of Acronyms, and Required Forms from the RFP excluded from the page count?
 - a. Yes, that is correct. Only the technical volume is limited to 50 pages.

11. RFP Section 1.6 RFP Scope of work, Pages 11 – 14: Please confirm that the actual abatement and/or required remediation work is to be managed under Task 5?
 - a. Yes, demolition, abatement and remediation will be managed under Task 5, however the actual trade work is not included in the scope of this contract.

12. RFP Section 1.6.4 SOW Task 5, Page 13: 1.6.4 b) of the SOW states that property management and site maintenance services are to be provided “as required.”
 - a. Question 3A: Is “as required defined as “when requested by GOSR” or “as needed based upon the responder’s determination of need (frequency, etc.)?”
 - i. The requirement may be identified either by GOSR directly, or as a stated need by the responder/contractor.

 - b. Question 3B: If the definition is “when requested by GOSR”, please provide direction on how we are to price this unknown scope of work
 - i. Property management and site maintenance does not need to be priced at this time.



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18. Beginning on page 17, 1.8 Key Personnel, do we need to submit one org chart per task, or will one org chart, clearly showing the organizational structure be sufficient? Will the org chart(s) count toward the page limit?
 - a. Bidders may include one org chart per task or an overarching org chart as appropriate. Org charts do count as part of the page count.
19. Are we allowed to use 11x17 paper?
 - a. 11x17 may be used, but will count as two pages if part of the technical volume.
20. Will the appendices count toward the page limit?
 - a. Appendices do not count toward the page limit.
21. Do the Appendices and Forms we are required to submit count in the page limit?
 - a. Appendices and forms do not count toward the page limit.
22. Do we need internal compliance leads or are we performing within framework provided elsewhere in GOSR program team?
 - a. No
23. Please advise as to whether or not resumes (Exhibit F) are part of the page limit?
 - a. Per Section 3.1 Proposal Instructions, resumes are not a part of the page limit.
24. Please advise as to whether or not “work product” (asbestos surveys, lead surveys, Phase 1 ESA’s) are part of the page limit?
 - a. Examples of “work product” may be used to highlight approach and methodology within the technical volume, but will count towards the technical volume page count. Work product examples may be reduced in size to provide a visual representation and will not be evaluated.
25. Please advise as to whether or not sub-contractor references are required and, if so, are they part of the page limit?
 - a. Per Section 5.3.3 Experience and Capacity, sub-contractors are to provide three references. References are not a part of the technical volume or the page limit.
26. Please advise as to whether or not resumes for a sub-contractor’s key personnel are required and, if so, are they then part of the page limit?



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- a. If a sub-contractor's personnel are considered key as part of the proposal, then their resume is required to be submitted with the proposal response. Resumes are not part of the page limit.
27. Please confirm as to whether or not MBE/WBE certifications are required and, if so, are they part of the page limit?
- a. MWBE certifications should be submitted with the proposal and will not count towards the page limit.
28. Please advise as to whether or not Teaming Agreements are required and, if so, are they part of the page limitation?
- a. The nature of the business relationship with sub-contractors should be explained and where appropriate include teaming documentation. Teaming agreements, joint business relationship documentation, etc. will not count towards the page limit.

Please note that additional answers to questions received will be posted periodically; this is not a comprehensive list of all questions received.