



## GOVERNOR'S OFFICE OF STORM RECOVERY

Andrew M. Cuomo  
Governor

Seth Diamond  
Director

James Rubin  
Director



### **Pre-RFP Notice and Intent to Bid For GOSR Construction Management and Support Services**

The Governor's Office of Storm Recovery ("GOSR") of the Housing Trust Fund Corporation ("HTFC") is seeking construction management firms in connection with its administration of U.S. Department of Housing and Urban Development ("HUD") Community Development Block Grant-Disaster Recovery ("CDBG-DR") funds appropriated by the Disaster Relief Appropriations Act, 2013 (Pub. L. 113 2). The request for proposals ("RFP") will be issued in accordance with the Procurement and Contract Guidelines of GOSR and in compliance with Section 2879a of the New York Public Authorities Law. The purpose of this Pre-RFP Notice is to obtain contact and background information of interested bidders. This notice is being issued solely for informational and planning purposes and does not constitute a solicitation.

The intended scope of this RFP will include:

- 1) **Damage Assessments** - will have responsibility for managing the assessment of damage to residential and commercial properties and providing damage survey reports. Contractor will complete an Assessor's checklist for each damaged property that includes site assessment, evaluation of damage, structure condition and recommendation of repairs.
- 2) **Environmental Assessments** - will manage the preparation of the environmental site assessments for impacts of the proposed developments on the surrounding environment, and will complete an assessor's checklist that includes initial site assessment forms, waste inventory and mold investigation reports. Will manage environmental review consulting services for the preparation of environmental review documents and technical studies and prepare a mitigation monitoring and reporting program (MMRP) to ensure that proposed mitigation measures are implemented.
- 3) **Inspection Services** - provide inspection related services for final, interim and or scope verification inspections for final payments and project closeout. Assist in the permitting process and resolution of regulatory issues.
- 4) **Demolition Services** - manage demolition program. The program includes scope related to the demolition of damaged structures and includes scheduling, permitting and related services, coordination, monitoring, reporting and resolution of issues. Responsible for managing procurement and providing project oversight of demolition and recycling contractors on behalf of GOSR. Will provide property management and site maintenance services, as required.
- 5) **Construction Project Management** - will serve as the Owner Authorized Representative and on-site project manager working with other consultants, architects, and contractors during the construction administration phase of projects.



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Will develop detailed final cost estimates for projects and validate against established program budget. Will assist with developing bidding strategies and in the preparation and packaging of construction bid documents.

**Interested bidders may respond to one or more of the requirements above.** It is GOSR's intent to establish a pre-qualified list of vendors to provide construction management and support services. GOSR reserves the right to award one or more contracts per task area. Interested bidders should indicate which tasks they anticipate responding to.

GOSR is committed to achieving significant M/WBE participation in its contracts and will use good faith efforts to ensure that qualified M/WBE firms are included in the selection of a firm to provide the above described services. For purposes of this solicitation, the Corporation has established an overall goal of 20% for M/WBE participation for the above described services performed under the contract(s) awarded pursuant to this RFP: 10% for Minority-Owned Business Enterprises and 10% for Women-Owned Business Enterprises.

In addition to the above diversity requirements, and pursuant to Section 3 of the Housing & Urban Development Act of 1968, GOSR is committed to ensuring that employment and other economic opportunities generated by HUD financial assistance shall, to the greatest extent feasible, and consistent with existing federal, state and local laws and regulations, be directed to low- and very low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.

GOSR is committed to awarding a contract(s) to firm(s) that will provide high-quality services and that is dedicated to diversity and to containing costs. The Corporation strongly encourages respondents that are certified by New York State, or any other city or state, or the federal government, as minority- and/or woman- owned business enterprise ("M/WBEs"), as well as respondents that are not yet certified, but have applied for certification, to submit responses to this RFP.

The RFP is expected to be released on or about **30 June 2014** with responses due on or about **29 July 2014**.

Due date for providing a notice of Intent to Bid on this RFP, must be received by **10 July 2014**. Bidders must specify which tasks they anticipate responding to. Not providing a response to the Intent to Bid will not preclude a firm from responding to the final RFP, however GOSR encourages a response.

To notify GOSR of an Intent to Bid on this RFP please forward the following information to [GOSRProcurement@stormrecovery.ny.gov](mailto:GOSRProcurement@stormrecovery.ny.gov) **RE: Intent to Bid - Construction Management and Support Services - Your Company Name**



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- Contact Information
- Brief description or summary of services provided
- Which tasks respondent intends to bid on
- Certified MBE
- Certified WBE
- MWBE Status : Current or Pending