



Office of General Services

ADDENDUM

ADDENDUM NO. 1 OGS PROJECT NO. SF748

Construction Management Services - Term Contract Harriman State Office Building Campus, Albany NY

Date: 2/5/2025

NOTE: This Addendum forms a part of the RFP Documents. Insert it in the RFP Package. Acknowledge receipt of this Addendum as instructed in Section 1.3 of the RFP

Questions from bidders and OGS Responses follow as part of this document:

Questions/Responses

1. Are any special requirements to submit as a JV?

Response: The joint venture must already be established, have its own Federal ID number, and be registered as a joint venture with the NYS Department of State - Division of Corporations to do business in New York State.

2. Section 1.2.1 Anticipated Schedule, Page 5 of 21 states that "OGS will prepare a contract based on negotiations with the selected responsible firm." What terms of the contract may be negotiated? Will it be for cost, contract language, scope, or other?

Response: Bid Cost Negotiations will include validation of the submitting firm's financial information requested at the Shortlist phase to support the proposed multiplier entered on the Wage Schedule Form. No other negotiations are anticipated. If the proposed multiplier is not supported by the financial information, this will be discussed and adjusted as necessary. The Scope of Services and Contract Language are non-negotiable.

3. Please confirm that resumes of only "Key Staff" are to be included in the proposal.

Response: Per Section 2.2, "key staff"... shall be identified in the proposal. Additional resumes can be included within the 70 page limit.

4. Section 3.1 calls for the response to the RFP to be submitted as hard copy, but the cost proposal as electronic copy. How should the electronic copy be submitted?

Response: Per Section 3.1, please refer to the RFP Submittal Checklist found on RFP page 22.

5. Section 2.2 of the RFP references the titles of personnel. Are we required to match the staff list on our organizational chart exactly, or is there flexibility to add or remove titles as needed?

Response: Firms should provide staffing in accordance with the titles of the RFP.

6. If any firm is working on the NYS Public Health Lab project at the Harriman Campus in Albany, are they precluded from performing services in this procurement?

Response: As this is a separate NYS agency project, there is no preclusion from participating in this procurement.

7. What documentation if any is required at time of submittal response if firms are submitting as a joint venture?

The joint venture must submit verification that they have their own Federal ID number, is registered with the NYS Department of State – Division of Corporations, and the executed joint venture agreement. The joint venture shall submit the following forms as the collective entity - BDC327, BDC327S, BDC330.1, NYS Certifications and signed by the authorized officers of the joint venture. Each individual entity of the joint venture shall complete and provide as a part of the submission the following forms – EEO100.

8. Can OGS provide any additional information on the specific projects to be undertaken and their current design status?

Response: Information regarding specific projects will not be provided at this time. Please refer to the RFP and scope.

9. Are firms that are currently performing design services as a sub, under contract Project 47614 – Office of Emergency Management and Emergency Operations Center Facility at Harriman State Office Building Campus, precluded from proposing on this RFP?

Response: As a design subconsultant whose project could be incorporated into this contract, this would be considered a conflict of interest and would preclude the firm from submitting a response to this solicitation.

End of Addendum

Bridget O’Hanlon, P.E.
Deputy Commissioner and Director
Design and Construction