

To: Prospective bidders:

Re: Invitation for Bids for renovation and painting at 40 Rector Street, 7<sup>th</sup> floor;  
PIN# 004200900001

We have received a number of questions regarding this project. These questions are listed below along with our answers. (We anticipate that we will be sending out answers to a second set of questions by close of business on Thursday, January 15<sup>th</sup>.)

1. Insurance requirements are \$5,000,000.00 as per sign-in sheet received on the walkthrough on 1/6/2009. However on bid documents page #7. It says insurance is required for \$3,000,000.00 only, and it supersedes insurance requirements under "Contractor Insurance Requirements" in construction notes Please clarify?

Answer: Insurance requirement is \$5,000,000 as stated in the letter dated October 7, 2008 from the building owner, Philips International.

2. On walk thru we are being informed that working hours will be from 8 a.m. to 5 p.m. Monday thru Friday. As far as the new office spaces are concerned that time-schedule is good. However, existing offices are occupied, therefore, any work would be done after 5 p.m. during week days or day-shift on weekend. Is it acceptable? Will the building/owner provide us access?

Answer: The building will provide access for any work to be performed outside of normal business hours. The building requires that a building maintenance engineer be present for all off-hours work at a rate of \$50/hour (½ hour minimum on weekdays and 4 hour minimum on weekends).

3. Occupied offices require painting. These offices are full of furniture/documents. Will the contractor be required to relocate/move the stuff around during painting, or building will provide its own employees to move/protect those stuffs?

Answer : The contractor will be responsible for relocating/moving furniture.

4. Who will be furnishing/installing the furniture?

Answer : This is not part of this contract.

5. What is the existing floor to floor height (slab to slab height)?

Answer : 10 ft 1 inch

6. What is the new finish partition height?

Answer : Partition height is provided in the specs.

7. As per drawings, in new office spaces, it shows some demolition of the partition. It shows that selective ceiling tiles/framing needs to be removed. However, it is not possible, because once we remove the partitions, ceiling framing is anchored to existing partitions, will come down as well, and need to be re-done. However, in existing occupied offices selective ceiling work will be replaced/removed from HVAC work. Therefore, please clarify.

Answer : RCD-1 shows ceiling tiles adjacent to demolished partitions as being removed in addition to others needing removal for light relocations. RC plan sheet note 1 also calls for contractors to include all removals for ductwork changes. Additionally, the general notes sheet CN-1 in the section "Reflected Ceiling notes" calls for removals and replacements of ceiling tiles regardless of trade activity and provision of a fully filled ceiling at completion of job, any ceiling needing to be removed for construction activity must be removed, at completion of job it must be replaced.

8. Subcontracting goal for this project is 10% with 31.6% for W/MBE. Our firm is Certified MBE with NYC and Certified WMBE with NYS. If we sub-out electrical, HVAC, and flooring work to any firm which is not W/MBE, and do the construction/demolition/carpentry/painting using our own firm, is that acceptable. In other works, because we are a WMBE, can we use our own forces and fulfill this 31.6% goal and not sub out to other W.MBE firm? Please clarify?

Answer : The W/MBE subcontractor requirements apply to all prospective contractors, including prime contractors who are W/MBE certified.

9. Once we remove existing carpet, we don't know if the concrete floor underneath would need patching or not. What should we figure.

Answer : Contractor will be responsible for patching concrete as needed. Bidders should use their own work estimates when preparing their bids.

10. Do we need to furnish a "certificate of insurance" from our insurance broker with our bid. Or at the time of bidding, only "bidder's certification form" need to be completed/notarized by the broker, and the "certificate of insurance" from broker will be provided by the only contractor who will be awarded with the contract? Please clarify?

Answer : Both the bidder's certification form as well as the certificate of insurance must be submitted with the bid.

11. Can a minority company bid on any part of this contract?

Answer: The contract will be awarded to a general contractor. The Campaign Finance Board is not seeking to hire individual subcontractors.

12. Fire Alarm: As per CN-01 – Power & Telephone” notes, line #6 specifies, that “Final Connection & Programming” of fire-alarm system shall be done by Fire alarm Contractor. Please specify which contractor building is using currently for Fire Alarm Work, because any work pertaining to fire alarms need to be done by that contractor? In addition to this, because of the fire-alarm bid, we will greatly appreciate, if you could extend the bid-due date by one week, because fire-alarm contractors are very hard to get a price from.

Answer: The fire alarm work must be done by the fire alarm contractor. The prime contractor for this project will be responsible for these charges.

The fire alarm contractor is:

FireCom Inc.  
39-27 59<sup>th</sup> Street  
Woodside, New York 11377  
718-899-6100

At this time there is no plan to extend the bid due date.

13. Flooring: After removal of existing carpet/VCT, how do you want to install the new flooring? Does new carpet need to be glue-down carpet or padded-carpet? Padded carpet is more expensive than glue-down. Please specify?

Answer: Carpet installation is not included in the contract. VCT is included as described in the specs.

14. Is carpet removal part of this job?

Answer: Yes, carpet must be removed by the selected contractor.

15. Who is responsible for ceiling tile?

Answer: The prime contractor will be responsible for installing ceiling tile as per the specs.

16. When will the freight elevator be available for use?

Answer: A passenger elevator will be available for use if the freight elevator is unavailable. The building anticipates that the freight elevator will be available starting in March.

17. How will the contractor remove debris?

Answer: Contractor can supply own containers. The charge for the elevator usage is \$75/hour.

18. Is there millwork involved in this project?

Answer: No.

19. Is there plumbing involved in this project?

Answer: No.

20. What painting is involved in this project?

Answer: Preparation of surfaces and painting of all of the offices and open areas on the 7<sup>th</sup> floor currently occupied by the CFB.

21. Are the subcontractor requirements for insurance the same as those for the prime contractor?

Answer: Yes.

22. Do the doors need to be saved after removal?

Answer: No.

23. Do the doors need to be painted?

Answer: Yes.

If you have any further questions, please contact Elizabeth Bauer at (212) 306-7100.