**Richmond University Medical Center**

**Facilities Department - 288 Kissel ave. 1st fl Staten Island, NY 10310 718-818-3232**

**June 1st, 2023**

**To all Bidders:**

Re: Richmond University Medical Center

**REQUEST FOR PROPOSAL**

Cardiac Suite renovation, Bi-Plane upgrade

Seton Building 1st fl

355 Bard Ave.

Staten Island, NY 

Dear Sirs,

Your firm is invited to submit a stipulated sum proposal for the renovation of the Medical Center's Bi-Plane upgrade, 355 Bard ave. Staten Island, NY, as described in the construction documents prepared by Daniel Schunkewitz Architect dated 5-26-23 and Lilker Associated Mechanical Engineers dated 5-23-2023. Bid documents, including specifications will be sent via email from Ron Miller, PM, of the RUMC facilities office 288 Kissel ave., Staten Island, NY 10310. The Pre-Bid Conference and site walk-thru is to be held on Thursday, June 8th, 2023, at 10:00am within the construction site on the 1st fl or the Seton building. All RFI questions that have been submitted will be replied to at that time, in addition to any questions that may arise from the meeting. Additional RFI's will be accepted up until Wednesday, June 21th. Two (2) copies of your proposal are due Friday June 30th, 2023 at 1:00pm and are to be submitted in a sealed envelope marked "SEALED BID, Cardiac Suite Bi-plane 1stfloor". Address and deliver your package to:

RUMC

Facilities office

288 Kissel ave.

Staten Island, NY 10310

Attn: Jeff Thomas

You may contact Mr. Ron Miller at 718-818-1305 with any questions regarding bid documents. Any questions or RFI's pertaining to the bid documents & project must be submitted in writing and can be emailed to Ron Miller. [romiller@rumcsi.org](mailto:romiller@rumcsi.org)

All other questions, please call me at the number above. Thank you for your interest in RUMC.

Sincerely,

Ron Miller

Assistant Project Manager

**RFP**

**1.1 Background of RUMC**

RUMC, is a 470+ bed healthcare facility and teaching institution in the areas of acute, medical and surgical care, including emergency care, surgery, minimally invasive laparoscopic and robotic surgery, gastroenterology, cardiology, pediatrics, podiatry, chronology, urology, oncology, orthopedics, neonatal intensive care and maternal health. The Medical Center earned The Joint Commission's Gold Seal of Approval for quality and patient safety.

RUMC is a Level I Trauma Center and designated stroke center, receiving top national recognition from the American Heart Association/American Stroke Association. The state-of-the-art cardiac catheterization lab has PCI capabilities for elective and emergent procedures in angioplasty. RUMC maintains a wound care/hyperbaric center and a sleep disorder center on site at its main campus. The center also offers behavioral health Services, encompassing both inpatient and outpatient services for children, adolescents and adults, including emergent inpatient and mobile outreach units. RUMC is the only Staten Island healthcare facility that offers inpatient psychiatric services for adolescents. With over 2500 employees, RUMC is one of the largest employers on Staten Island.

For more detailed information please see the RUMC website, 

The respondent will provide the following. Selective demo, partition changes, HVAC modifications, electrical modifications, ceiling work, flooring work & overall finishes including all work shown on the design drawings. The "Work" hereinafter referred to as the "Scope of Services

**1.2 Project**

**Time frame**

RFP issued 5-22-24

RFP Submission Deadline: 6-12-24

**1.3 – Scope of Services**

**Construction**

The hospital is planning to upgrade the existing Cath lab with a new Bi-plane unit provided by Siemens corporation. The existing unit resides on the 1st floor of the Seton building within the cardiac services suite. In addition to this the suite will be expanded into the adjacent Spellman building to better serve the new Biplane unit and increase patient capacity while upgrading services and interior finishes. Also, a new patient intake reception and waiting area with finish upgrades to the elevator lobby is planned as part of this renovation, creating a new entrance portal from the elevator lobby into the cardiac services. To accomplish this, a 3 to 4 phased area shut down will need to be initiated in order to keep the program running while construction is in progress. These phases are shown on the attached architects plans. Asbestos abatement, which is limited to small amounts of floor mastic and some light pipe wrap, is part of this program and will be coordinated by the owner at the owners cost at the beginning of each phase. An ACP-5, all clear certificate, will be issued for the next phase to continue. The cost of the abatement is the burden of the owner.

A new air handler, Temptrol unit, is part of this project and has already been purchased by the hospital. This will be shipped to the bid winners’ riggers yard of choice for transport to the site and installation. Other than the purchase of the unit, all other systems, connections, feeds, attachments, steel dunnage and any item described by the architectural & engineering design drawings is to be part of the bid.

**Work within cardiac services suite: (but not limited to, see architectural & engineering drawings for full scope**

* + All temporary construction partitions
  + All demolition
  + All new construction, walls, doors, hardware, etc.
  + All new ceilings, lighting, switches, etc.
  + All new flooring & bases
  + All new casework and patient headwalls
  + All new HVAC ductwork, registers and associated chilled water connections
  + Rigging and installation of owner provided AHU, Temptrol
  + All new interior and exterior ductwork and associated items
  + All new electrical work & its connection to main feeders within the sub-basement
  + All new Bi-plane room, Price Ultra suite operating room diffuser system with integrated LED lighting, laminar flow ceiling distribution system, its associated lighting system and Unistrut structural support system.
  + All new plumbing work, fixtures and associated items

**Work within other floors:**

* + New steel roof dunnage for AHU
  + Chilled water connections from sb-basement to roof AHU
  + Electrical conduits from sub-basement to various floors and roof for AHU

1. **Drawings & Specifications**
   1. Specifications are as noted on the architectural construction documents prepared by Daniel Schunkewitz, Architect, dated 5-26-23

Lilker engineering Services dated 5-23-23

* 1. Drawings:

**Architectural**

T-01.00 Title Sheet

A-1.0.00 General notes symbols & mounting heights

LSC-100.00 Life safety code plan 1st floor

LSC-101.00 Existing conditions life safety code

LSC-102.00 Life safety ground floor

A-1.1.00 First Floor existing demolition plan

A-1.2.00 First floor proposed plan

A-1.3.00 First floor detailed plan

A-1.4.00 First floor detailed plan

A-1.6.00 Existing Basement, 1st fl, 2nd fl, & 3rd floors

A-1.7.00 First floor Bi-plane Detailed plan

A-1.8.00 First floor Ceiling plan

A-1.9.00 Phasing plan

A-.10.00 Roof plan & Building elevations

A-1.11.00 Toilet room details & plans

A-2.1.00 Interior elevations

A-2.2.00 Interior elevations

A-3.1.00 Ceiling details

A-3.2.00 Casework details

A-3.3.00 Partition Types

A-3.4.00 Door types. Hardware schedule, & lead lining details

A-3.5.00 Millwork details

A-3.6.00 Building sections

**Interior Design**

ID-101A.00 Floor Graphics Plan Area A

ID-101B.00 Floor Graphics Plan Area B

ID-102A.00 Wall Finish Plan Area A

ID-103A.00 Furniture Plan Area A

ID-401.00 Enlarged Plans, Elevations and Details

ID-601.00 Room Finish Schedule and material Legend

**Structural**

S-001.00 GENERAL NOTES

S-100.00 GROUND FLOOR FRAMING PLAN

S-101.00 1ST FLOOR FRAMING PLAN

S-102.01 2ND FLOOR FRAMING PLAN

S-103.00 3RD FLOOR FRAMING PLAN

S-104.00 ROOF FRAMING PLAN

S-201.00 SECTION AND DETAILS SHEET-1

S-202.00 SECTION AND DETAILS SHEET-2

S-203.00 SECTION AND DETAILS SHEET-3

**Mechanical:**

M-001.00           MECHANICAL LEGENDS, NOTES, AND ABBREVIATIONS

 M-002.00            MECHANICAL SYMBOLS

 M-101.00            MECHANICAL FIRST FLOOR DUCTWORK DEMOLITION PLAN

 M-102.00            MECHANICAL FIRST FLOOR PIPING DEMOLITION PLAN

 M-201.00            MECHANICAL FIRST FLOOR - OVERALL NEW WORK PART PLAN

 M-202.00            MECHANICAL FIRST FLOOR - PHASE 1 NEW WORK PART PLAN

 M-203.00            MECHANICAL FIRST FLOOR - PHASE 2 NEW WORK PART PLAN

 M-204.00            MECHANICAL FIRST FLOOR - PHASE 3 NEW WORK PART PLAN

 M-205.00            MECHANICAL 2ND AND 3RD FLOOR NEW WORK PART PLANS

 M-206.00            MECHANICAL ROOF NEW WORK PLAN

 M-301.00            MECHANICAL SUB-BASEMENT AND BASEMENT PIPING NEW WORK PART PLANS

 M-302.00            MECHANICAL FIRST FLOOR NEW WORK PIPING PLAN

 M-401.00            MECHANICAL PRE-PURCHASE AHU SKETCH AND SCHEDULE

 M-402.00            MECHANICAL SCHEDULES (1 OF 2)

M-403.00            MECHANICAL SCHEDULES (2 OF 2)

 M-501.00            MECHANICAL DETAILS (1 OF 8)

 M-502.00            MECHANICAL DETAILS (2 OF 8)

 M-503.00            MECHANICAL DETAILS (3 OF 8)

 M-504.00            MECHANICAL DETAILS (4 OF 8)

 M-505.00            MECHANICAL DETAILS (5 OF 8)

 M-506.00            MECHANICAL DETAILS (6 0F 8)

M-507.00            MECHANICAL DETAILS (7 OF 8)

 M-508.00            MECHANICAL DETAILS (8 0F 8)

 M-601.00            MECHANICAL RISER DIAGRAMS

 M-702.00            MECHANICAL FIRST FLOOR - PRESSURIZATION DIAGRAM

 M-801.00            MECHANICAL CONTROLS (1 OF 2)

 M-802.00            MECHANICAL CONTROLS (2 OF 2)

EN-001.00           ENERGY CODE COMPLIANCE

Spec 230000 Mechanical book specification – 100% CD

**Electrical/Fire Alarm:**

E-001.00          ELECTRICAL GENERAL NOTES AND DRAWING LIST

E-002.00          ELECTRICAL ABBREVIATIONS AND SYMBOL LIST

E-102.00          ELECTRICAL DEMOLITION 1ST FLOOR PLAN

E-200.00          ELECTRICAL SUB-BASEMENT FLOOR PLAN

E-201.00          ELECTRICAL BASEMENT FLOOR PLAN

E-202.00          ELECTRICAL 1ST FLOOR POWER PLAN

E-202A.00        ELECTRICAL 1ST FLOOR MECHANICAL POWER PLAN

E-202B.00        ELECTRICAL 1ST FLOOR CONDUIT ROUTING PLAN

E-202C.00        ELECTRICAL 1ST FLOOR NURSE CALL PLAN

E-203.00          ELECTRICAL 2ND FLOOR POWER PLAN

E-204.00          ELECTRICAL 3RD FLOOR POWER PLAN

E-205.00          ELECTRICAL ROOF POWER PLAN

E-301.00          ELECTRICAL LIGHTING 1ST FLOOR PLAN

E-401.00          ELECTRICAL PART PLANS (SHEET 1 OF 3)

E-402.00          ELECTRICAL PART PLANS (SHEET 2 OF 3)

E-403.00          ELECTRICAL PART PLANS (SHEET 3 OF 3)

E-501.00          ELECTRICAL PANEL SCHEDULES (SHEET 1 OF 2)

E-502.00          ELECTRICAL PANEL SCHEDULES (SHEET 2 OF 2)

E-503.00          ELECTRICAL SINGLE LINE DIAGRAM

E-601.00          ELECTRICAL DETAILS

E-701.00          ELECTRICAL SPECIFICATIONS (SHEET 1 OF 3)

E-702.00          ELECTRICAL SPECIFICATIONS (SHEET 2 OF 3)

E-703.00          ELECTRICAL SPECIFICATIONS (SHEET 3 OF 3)

FA-001.00        FIRE ALARM NOTES AND PARTIAL RISER DIAGRAM

FA-101.00        FIRE ALARM DEMOLITION FIRST FLOOR PART PLAN

FA-201.00        FIRE ALARM FIRST FLOOR PLAN

FA-202.00        FIRE ALARM ROOF PLAN

**Plumbing:**

P-001.00 PLUMBING NOTES, SYMBOL LIST, AND ABBREVIATIONS

P-002.00 PLUMBING SCHEDULES

DM-100.00 PLUMBING BASEMENT DEMOLITION PLAN

DM-101.00 PLUMBING 1ST FLOOR DEMOLITION PLAN

DM-102.00 PLUMBING 1ST FLOOR MEDICAL GAS DEMOLITION PLAN

P-200.00 PLUMBING BASEMENT CONSTRUCTION PLAN

P-201.00 PLUMBING 1ST FLOOR CONSTRUCTION PLAN

P-202.00 PLUMBING 1ST FLOOR MEDICAL GAS CONSTRUCTION PLAN

P-203.00 PLUMBING ROOF PLAN

P-301.00 PLUMBING RISER DIAGRAMS

P-401.00 PLUMBING DETAILS SHEET 1 OF 2

P-402.00 PLUMBING DETAILS SHEET 2 OF 2

P-501.00 PLUMBING SPECIFICATIONS SHEET 1 OF 2

P-502.00 PLUMBING SPECIFICATIONS SHEET 2 OF 2

**Sprinkler:**

SP-001.00 SPRINKLER NOTES AND PLOT PLAN

SP-002.00 SPRINKLER SCHEDULES, SYMBOL LIST, & ABBREVIATIONS

SP-101.00 SPRINKLER 1ST FLOOR DEMOLITION PLAN

SP-200.00 SPRINKLER 1ST FLOOR TEMPORARY PROTECTION PLAN

SP-201.00 SPRINKLER 1ST FLOOR CONSTRUCTION PLAN

SP-301.00 SPRINKLER RISER DIAGRAM

SP-401.00 SPRINKLER DETAILS SHEET 1

SP-402.00 SPRINKLER DETAILS SHEET 2

SP-501.00 SPRINKLER SPECIFICTIONS

**Siemens Drawings:**

A-101

A-102

S-101

S-102

E-101

E-102

E-501

M-501

1.4 Proposal Instructions

**Submission:**

To be delivered by hand or express mail or other nationally-known overnight courier addressed to the following address below. Submissions to this address require (1) original and (1) copies in a single envelope and an electric version on a USB flash drive.

Bids are due Friday, June 29th, 2023 at 1:00pm and are to be submitted in a sealed envelope marked "SEALED BID – cardiac suite bi-plane 1st floor". Address and deliver your package to:

Address

Richmond University Medical Center

Facilities & Engineering Department

288 Kissel ave. , Resident Building I st floor, apt I-G

Staten Island NY 10310

**Recipients: Jeff Thomas, AVP of Facilities & Engineering**

**Phone 718-818-3232**

**Please note that late submissions will not be accepted.**

1.4 Sub-Contractors

RUMC shall have the opportunity to review and approve all of the respondent's consultants and subcontractors resumes prior to the commencement of any of the services. The respondent, and not RUMC, will be responsible for the subcontractor's work, acts and omissions, subcontractors shall be required to adhere the same terms and conditions as the respondent. RUMC strongly encourages the use of local subcontractors.

1.5 Payments

The vendor and its sub-contractors must register and pass muster with SYMPLR in order to be paid from hospital funds. This needs to be accomplished for the bid to be awarded.

In order to receive payment for services, the respondent will also be required to submit an AIA formatted payment requisition setting forth in detail, for the period for which payment is requested, the services actually rendered. During that period, the amount of payment requested and due therefor. Invoices may not be submitted more than once per month. All invoices will be subject to the Architect & RUMC's review, verification and approval, and all payments shall be conditioned upon RUMC's determination that all services have been performed satisfactorily and in accordance with the terms of the contract.

## 2.4 Contract Conditions

### **General**

The acceptance of any proposal shall be subject to, and contingent upon, the execution by RUMC of a contract substantially in the form of the contract draft on an AIA owner-contractor standard agreement with a stipulated sum contract – A101 initiated by the contractor. Also, AIA A201 general conditions of the contract shall be provided by the contractor. RUMC shall not be bound to the terms of the contract draft but shall use such form as a basis of negotiating a final contract with the selected respondent.

### **Warranties**

The contractor warrants and agrees that it:

* Is an independent contractor and that neither it nor any of its employees is or shall be an agent, servant or employee of RUMC;
* Shall defend, indemnify and holds harmless RUMC against any claims or damages relating to its acts and omissions;
* Maintains insurance as specified in Appendix C with insurers licensed or authorized to provide insurance and in good standing in the State of New York, such policies to be in a form acceptable to, and include any conditions reasonably required by RUMC, and naming RUMC as additional insureds;
* Shall represent and warrant that neither it nor any of its directors, officers, members, or employees has any interest, nor shall they acquire any interests, directly or indirectly, which would conflict in any manner or degree with the performance of the services as set forth in the contract.
* Shall employ no person having such a conflict of interest in the performance of the services

**Construction and close-out phases**

* + 1. Attend construction progress meetings on a weekly basis or as required
    2. Provide site observations, field reports, Prepare, revise and distribute meeting minutes to all attendees & updated schedules
    3. Provide close-out activities including as-built drawings, as required.

Close all associated permits. Including Permit close after the project is signed off.

* + 1. Coordination and scheduling of Special Inspections as required by NYCBD and TR’s

1.6 Insurance

The following is the minimum acceptable insurance:

Commercial General liability $1,000,000 / $3,000,000

Auto $1,000,000 combined personal injury / property damage

Workers Compensation Statutory Limits

Excess / Umbrella $5,000,000

Coverage is to be primary and non-contributory, and the contractor is to waive subrogation (RUMC will not waive).

Further, RUMC is to be named as an additional insured on the commercial general liability & excess liability.

**The vendor and its sub-contractors must register and pass muster with SYMPLR in order to be paid from hospital funds. This needs to be accomplished for the bid to be awarded.**

1.7 Sales tax

RUMC is exempt from state and local sales and use tax. SUCH TAX IS NOT TO BE INCLUDED IN PROPOSALS or in invoices submitted under the contract. RUMC will provide the selected respondent with an appropriate sales and use tax exemption certificate.

1.8 Costs

RUMC shall not be liable for any cost incurred by the respondent in the preparation of its proposal or for any work or services performed by the respondent prior to the execution and delivery of the contract. RUMC is not obligated to pay any costs, expenses, damages or losses incurred by any respondent at any time unless RUMC has expressly agreed to do so in writing.

1.9 Construction enclosures

* Provide temporary partitions and ceilings to separate work areas from Owner-occupied areas, to prevent penetration of dust and moisture into Owner-occupied areas, and to prevent damage to existing materials and equipment
* All enclosures must comply with RUMC infection control and life safety protocols.
* Provide fire proof edge guard panels or equal materials with closed joints and sealed edges with existing surfaces.
* Method must conform to NFPA-241 standard for safeguarding construction & altercations.
* Provide sticky mats as needed to remove construction dust/debris from travelling.
* Provide negative air pressure as needed
* Provide HEPA air scrubber filtration machines as needed. Mini Force Il by Omnitec Design or equal.
* All hospital return air ducts in or near work areas are to be temporarily blocked or screened off as required.

1.10 Security

All work areas must comply with RUMC Security protocols.

 Access in and out of all designated work areas must be coordinated with the Facilities Department.

1.11 Infection Control

* Richmond University Medical Center — Infection Control Risk Assessment — Matrix of Precautions for Construction & Renovation will be provided.
* All work areas must comply with RUMC Infection Control protocols.

1.12 Life Safety

* Richmond University Medical Center - Interim Life Safety Measures Safety Manual will be provided.
* All work areas must comply with RUMC Life Safety protocols.

1.13 Vehicular Access and Parking

* Comply with regulations relating to use of streets and sidewalks, access to emergency facilities, and access for emergency vehicles
* Coordinate access and haul routes with governing authorities and Facilities Department.
* Provide and maintain access to fire hydrants and oxygen storage tanks, free of obstructions.  Existing RUMC parking areas may not be used for contractor/vendor parking.

1.14 Waste Removal

* Provide waste removal services as required to maintain the work area in clean and orderly condition.
* Provide container with lids or wrapped tightly with clear plastic. Remove debris from site periodically or as directed by the facilities department thru the implementation of the project ILSM and ICRA evaluations.
* If materials to be recycled or re-used on the project must be stored on-site, provide suitable noncombustible containers; locate containers holding flammable material outside the structure unless

otherwise approved by the authority having jurisdiction

1.15 Proposal Format and inclusions

The bid shall include the following items:

 Signed bid invitation letter

 00120 Bid Form

 List of Subcontractors

 Preliminary Construction Schedule

 Draw-down Schedule

 Plan with phasing plan & Construction Staging Plan

Signed:

(Respondent Frim Name TYPE)

(Principal Name TYPE)



(Principle Name SIGNATURE) DATE