

Richmond University Medical Center
Facilities Department
288 Kissel Ave, Apt# 1G, Staten Island, NY 10310
718-818-3232

June 13th, 2024

To all Bidders:

Re: Richmond University Medical Center
REQUEST FOR PROPOSAL
Local Law 11- Façade Restoration Project
355 Bard Ave.
Staten Island, NY 10310

Dear Sirs,

Your firm is invited to submit a stipulated sum proposal for the Local law11- Façade Restoration project, (4) buildings are located at 355 Bard Ave. Staten Island, NY, and (1) building is located at 288 Kissel Ave, Staten Island, NY as described in the construction documents prepared by Permanent Engineering dated 05-02-2024. Bid documents will be sent via email from Nazmul Khan, PM, of the RUMC facilities office. The Pre-Bid Conference and site walk-thru is to be held on **Friday, June 21st, 2024 at 2:30pm at RUMC Facilities office**. 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 26th**. Two (2) copies of your proposal are due on **Monday July 8th, 2024, at 3:00pm** and are to be submitted in a sealed envelope marked "SEALED BID, Cardiac Suite Bi-plane 1st floor". Address and deliver your package to:

RUMC
Facilities office
288 Kissel Ave, Apt# 1G
Staten Island, NY 10310
Attn: Nazmul Khan

You may contact Mr. Nazmul Khan at 718-818-1905 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. nazkhan@rumcsi.org.

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

Sincerely,

Nazmul Khan
Facilities 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, www.rumcsi.org.

The respondent will provide all work shown on the design drawings. The "Work" hereinafter referred to as the "Scope of Services,

1.2 Project

Time frame

RFP issued 06-14-2024

RFP Submission Deadline: 07-08-2024

1.3 – Scope of Services

Construction

The hospital is planning to initiate façade restoration project for (4) buildings located @ 355 Bard Ave, Staten Island and (1) Building located at 288 Kissel Ave., Staten Island, NY to be complaint with NYC Local law 11. Construction Schedule, Phasing Plan, Site Logistics plan, Tenant Safety Plan & Means and Methods should be included in the bid proposal. All construction work should be performed according to construction documents, DOB guidelines, OSHA safety standards and RUMC- Facilities construction protocols.

Work within Façade Restoration: (but not limited to, see architectural drawings for full scope

- All temporary construction partitions/ Tenant protections / Site Safety

- All demolition
- All new Repair/ Restoration Work
 - i. Brick replacement
 - ii. Masonry wall ties
 - iii. Cutout and re-point all brickwork mortar joints
 - iv. Replace existing roof parapet with brick parapet
 - v. Steel work at parapet upon inspection

1. Drawings & Specifications

I. Drawings:

Architectural (Main Building)

T-001.00	Title Page, Site Plan and Scope of Work
G-001.00	Details
A-001.00	Roof Plan, Elevations and Details
A-002.00	Elevations
A-003.00	Elevations

Architectural (Residence Building)

T-001.00	Title Page, Site Plan and Scope of Work
G-001.00	Details
A-002.00	Elevations
A-002.00	Elevations

Architectural (Seton Building)

T-001.00	Title Page, Site Plan and Scope of Work
G-001.00	Details
A-002.00	Elevations
A-002.00	Elevations

Architectural (SLB Building)

T-001.00	Title Page, Site Plan and Scope of Work
G-001.00	Details
A-002.00	Elevations

Architectural (Spellman Building)

T-001.00	Title Page, Site Plan and Scope of Work
G-001.00	Details
A-001.00	Elevations
A-002.00	Elevations

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 Monday, July 8th, 2024 @ 3:00 pm and are to be submitted in a sealed envelope marked "SEALED BID – RUMC Façade Restoration". Address and deliver your package to:

Address

Richmond University Medical Center
Facilities & Engineering Department
288 Kissel Ave., Resident Building, apt I-G
Staten Island NY 10310

**Recipients: Nazmul Khan, PM of Facilities & Engineering
Phone 718-818-1905**

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.

Payment will be disbursed within 60 days upon receipt of executed AIA/ Invoice.

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 section #1.6 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

- a. Attend construction progress meetings on a weekly basis or as required
- b. Provide site observations, field reports, Prepare, revise and distribute meeting minutes to all attendees & updated schedules
- c. Provide close-out activities including as-built drawings, as required.
Close all associated permits. Including Permit close after the project is signed off.
- d. Coordination and scheduling of Special Inspections as required by NYCBD and TR's

1.6 Insurance

The Contractor & sub-contractors / vendors agree to provide the following work/labor/materials and/or services to Richmond Medical Center

In the event that there is a discrepancy or conflict between the provisions contained in this document and those of any attached proposal, the following provisions contained herein shall prevail and supersede any and all other provisions.

In addition, the Contractor shall provide the following

- (1) Commercial General Liability using an industry standard unmodified coverage form (including contractual liability) with minimum limits of \$1,000,000.00 each occurrence; \$2,000,000.00 aggregate with either per project or per location endorsement for property damage and bodily injury; \$2,000,000.00 products and completed operations coverage.
- (2) Automobile Liability, including all owned, non-owned and hired vehicles with a \$1,000,000 combined single limit.
- (3) Workers Compensation and Employers Liability Insurance.
 - a) Statutory WC and Disability Benefits including occupational disease in accordance with the law.
 - b) Employers Liability Insurance with minimum limits of \$1,000,000.
- (4) Umbrella Liability Limit of \$10,000,000.
- (5) All Insurance shall be on an occurrence basis.
- (6) Insurance carrier must be licensed in the state with an AM Best Rating of at least A-VII.
- (7) All Insurance should be Primary and Non-Contributory.
- (8) The Contractor will list Richmond Medical Center, its officers, governors, employees and any others that Richmond Medical Center requests as additional insured.
- (9) A full waiver of subrogation must be included with respect to the General Liability and Workers' Compensation coverages.
- (10) Certificate Holder:

Richmond Medical Center
DBA Richmond University Medical Center
355 Bard Avenue
Staten Island, NY 10310
- (11) Contractor will provide Richmond Medical Center a copy of the additional insured endorsement prior to the commencement of work.
- (12) No policy can contain an "action over", labor law or similar exclusion.

(13) Any subcontractors of the Contractor must comply with the above requirements with evidence of same delivered to Richmond Medical Center by the Contractor.

A Certificate of Insurance and/or Policy Declarations Page evidencing compliance with these provisions shall be made available to Richmond Medical Center. and shall provide for 30 days written notice prior to cancellation, non-renewal or material change to the Contractor's insurance policies.

Provision of proof of the above insurances to the satisfaction of Richmond Medical Center shall be a condition precedent to both beginning work for Richmond Medical Center and receiving any payment. Failure to provide proof of insurance acceptable to Richmond Medical Center shall be deemed a waiver of any right to payment by Contractor.

To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend Richmond Medical Center, and any and all of its directors, officers, shareholders, employees, agents as well as any affiliate, parent and subsidiary of Richmond Medical Center and any other entities or individuals owning a beneficial interest in such entities (collectively "Indemnified Parties"), with counsel acceptable to Richmond Medical Center, against any and all losses, liabilities, costs, claims, causes of actions, suits, damages and expenses (including reasonable attorneys' fees and disbursements), including, without limitation, any economic loss suffered by any of the Indemnified Parties arising out of or resulting from the work provided by the Contractor under this Agreement. This defense and indemnification provision is intended to include, but not be limited to, all contractual claims, privacy claims, claims in equity and those claims for bodily injury (including, without limitation, sickness, disease or death) or destruction of tangible or intangible property (including any resulting loss of use) regardless of whether bodily injury, sickness, disease or death is caused by or is alleged to be caused by the partial or sole negligence of any of the Indemnified Parties.

The vendor and its sub-contractors must register and pass muster with SYMPLR 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 & alterations.
- Provide sticky mats as needed to remove construction dust/debris from travelling.

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 Payment Schedule
- Plan with phasing plan & Construction Staging Plan
- Sample Certificate of Insurance , GL Policy & Worker Comp.

Signed:

(Respondent Firm Name TYPE)

(Principal Name TYPE)

(Principle Name SIGNATURE)

DATE