

SECTION A



BID NO.: 653

PROJECT NAME & LOCATION: Queens College
Remsen Hall, Kissena Blvd.
Flushing, NY 11367

Description: Furnish, Deliver and Inside Delivery of Animal Caging Equipment

Bid Open Location: DASNY
515 Broadway, Albany, New York

Bid Open Date: May 19, 2020

Bid Open Time: 2:30PM

Contact: Susan Valente at (518) 257-3363

NOTICE TO BIDDERS

MAIL BIDS EARLY

Sealed bids will be received by DASNY at the above address for the items listed in the attached Bid Breakdown and Schedule. When submitting your bid you must:

1. Prepare your bid on the attached Bid Breakdown and Schedule. Return one signed original of the Bid Breakdown and Schedule
2. If your bid deviates from Specifications, explain such deviations or qualifications on your letterhead, setting forth therein such explanations, and attach them to the Bid Breakdown and Schedule.
3. Submission of a bid constitutes full knowledge and acceptance of all provisions of the Notice to Bidders, all information referenced in the Purchasing General Conditions, Supplemental and Detailed Specifications, the Bid Submission and any Supplemental General Requirements contained herein, as well as any addenda issued in relation to the Invitation for Bids.
4. Each bid shall bear on the outside of the envelope the name of the bidder, address, telephone number and designated as a bid for the following:
DASNY Bid No. 653 - Furnish, Deliver and Inside Delivery of Animal Caging Equipment
Bid Opening Date: May 19, 2020 @ 2:30PM
Return to:
DASNY
Attn: Purchasing Unit
515 Broadway
Albany, NY 12207-2964



Bid No.: 653

When a sealed bid is placed inside another delivery jacket, the bid delivery jacket must be clearly marked on the outside “**BID ENCLOSED**” and “**ATTENTION: PURCHASING UNIT**”. The Dormitory Authority will not be responsible for receipt of bids which do not comply with these instructions.

5. Mail bid responses early in order for them to be received before the time of the bid opening. **Late bids will be automatically rejected.** Individuals submitting bids in person or by private delivery services should allow sufficient time for processing through building security to assure that the bids are received prior to the deadline for submitting bids. All individuals who plan to attend bid openings will be required to present government-issued picture identification to building security officials and obtain a visitor’s pass prior to attending the bid opening.

6. In accordance with State Finance Law § 139-j and 139-k, this solicitation includes and imposes certain restrictions on communications between Dormitory Authority personnel and an Offerer during this procurement process. Designated contact for this solicitation is: Susan Valente, Purchasing Coordinator, Dormitory Authority – State of New York, 515 Broadway, Albany, NY 12207, (518) 257-3363. Contacts made to other Dormitory Authority Personnel regarding this procurement may disqualify the Offerer and affect future procurements with governmental entities in the State of New York. Please refer to the Authority’s website www.dasny.org for Authority policy and procedures regarding this law, or the NYS office of General Services website www.ogs.ny.gov/BU/PC/ for more information about this law.

Bid No.: 653

If you are not submitting a bid it is requested that you complete and return the lower portion of this form

(Please check all that apply and provide comments in the space provided, if necessary)

We are not Submitting a bid.

We Request removal of our name from the mailing list.

Location of the job site.

Commodity is not carried by our company.

Scope is too large.

Other/Additional Explanation: _____

NAME OF BIDDER: _____

ADDRESS _____

Street
Telephone

City

State

Zip

Signature of Bidder

Official Title

CLAUSES PURSUANT TO THE OMNIBUS PROCUREMENT ACT OF 1992

It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority and woman-owned business enterprises as bidders, subcontractors and suppliers on its procurement contracts.

Information on the availability of New York subcontractors and supplies is available from:

Empire State Development
Small Business Division
30 South Pearl Street, 7th Floor
Albany, NY 12207
Phone: (800) 782-8369

A directory of minority and woman-owned business enterprises is available from:

Empire State Development
Division of Minority and Women Business Development
30 South Pearl Street
Albany, NY 12207
Phone: (518) 292-5250

Online Directory: <https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp>

DASNY maintains a directory of minority and women-owned business enterprises:
<http://www.dasny.org/construc/mwsberreg/index.php>

The contractor acknowledges notice that New York State may seek to obtain offset credits from foreign countries as a result of this contract and agrees to cooperate with the State in these efforts.

DASNY encourages the use of recycled Materials in the manufacturing process. To that end, the recycled product must meet the same codes, specifications and standards the non-recycled materials do, including requirements for cost, installation, aesthetics, availability and maintenance.

The Omnibus Procurement Act of 1992 and § 2879 of the NYS Public Authorities Law require that by signing this bid, contractors certify that whenever the total bid amount is greater than \$1 million:

1. The contractor has made reasonable efforts to encourage the participation of New York State Business Enterprises as suppliers and Subcontractors on this project, and has retained the documentation of these efforts to be provided upon request to the State. If the contractor determines that NYS business enterprises are not available to participate on the contract as subcontractors or suppliers, the contractor shall provide a statement indicating the method by which such determination was made. If the contractor does not intend to use subcontractors, contractor shall provide a statement verifying such;
2. The contractor has complied with the Federal Equal Opportunity Act of 1972 (PL 92-261), as amended; and
3. The contractor agrees to make reasonable efforts to provide notification to New York State residents of employment opportunities on this project through listing any such positions with the Job Service Division of the New York State Department of Labor, or providing such notification in such manner as is consistent with existing collective bargaining contracts or agreements. The contractor agrees to document these efforts and to provide said documentation to the State upon request.

DASNY is required by law to notify the NYS Department of Economic Development of any procurement contract for one million dollars or more that is to be awarded to an out-of-state vendor. This notice must be done simultaneous to the notification of award provided to the vendor. A purchase order or contract cannot be issued until fifteen (15) days after such notification is provided.



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GENERAL SPECIFICATIONS

- (1) The enclosed Purchasing General Conditions are hereby incorporated by reference. Submission of a bid response shall constitute acceptance of such conditions. Any exceptions/clarifications/qualifications to these conditions or other specifications and/or requirements contained herein must be clearly stated in the bid response and, depending upon the nature of such, may be grounds for rejection of your bid.
- (2) Bids must be submitted in the bidder's full legal name, or the bidder's full legal name plus a registered assumed name, if any.
- (3) All NYS bidders are required to be registered to do business with the NYS Department of State or their local County Clerk, whichever is applicable.
- (4) All out-of-state bidders will be required to provide proof of registration to do business in their state. All out-of-state bidders that "do business in New York State" **MUST BE REGISTERED WITH THE NYS DEPARTMENT OF STATE**. Please contact the NYS Department of State at (518) 473-2492. Information is available at the DOS website: www.dos.ny.gov
- (5) DASNY is required by law to notify the Empire State Development of any procurement contract for one million dollars or more that is to be awarded to an out-of-state vendor. This notice must be done simultaneous to the notification of award provided to the vendor. A purchase order or contract cannot be issued until fifteen (15) days after such notification is provided.
- (6) Empire State Development is required by law to identify states and other jurisdictions that impose preferences or other penalties against New York bidders. DASNY is precluded from soliciting bids or entering into procurement contracts with companies that have their principal place of business located in one of the listed jurisdictions, unless the procurement is for a product that is substantially manufactured in New York State or the services are to be performed in New York State. Currently, this list of jurisdictions includes the states of Alaska, Hawaii, Louisiana, South Carolina, West Virginia and Wyoming.
- (7) Unless otherwise indicated, any reference to brands or model numbers is intended to establish a standard. Items of all manufacturers will be considered, provided the item is determined to meet or exceed the required specification. DASNY's decision as to whether a substitute item meets specification will be final. Your attention is directed to Article II-7, Page 5 of the General Conditions. In order to evaluate substitute items, detailed specifications must be submitted for any product that is other than the one(s) specified in the bid.



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GENERAL SPECIFICATIONS CONTINUED

- (8) Unless otherwise noted, guarantee on all items is to be one year as detailed in Article XVI of the General Conditions
- (9) All upholstered furniture and drapery panels and lining must meet strict flammability requirements. Standards applicable to this bid, if any, will be delineated in the Detailed Specifications.
- (10) LABOR/TRADES - Any labor, materials or means whose employment, or utilization during the course of this contract, shall not in any way cause or result in strike, work stoppages, delays, suspension of work; or similar troubles by workers employed by this contractor or his subcontractors, or by any of the trades working in or about the buildings and premises where work is being performed. Any violation by the contractor of this requirement may in the sole judgment of DASNY be considered as proper and sufficient cause for declaring the contractor to be in default, and for the owner to take action against him as set forth in the Purchasing General Conditions, Article VIII, "Termination", or such other action as DASNY may deem proper.
- (11) Bid results are available on the DASNY website (www.DASNY.org). Bid results will not be given over the phone.
- (12) If you are a NYS Certified Minority or Women Owned Business, please include a copy of your certification with the bid.



DASNY

ANDREW M. CUOMO
Governor

ALFONSO L. CARNEY, JR.
Chair

REUBEN R. MCDANIEL, III
Acting President & CEO

SUPPLEMENTAL SPECIFICATIONS

The following items are attached for informational purposes. Referenced documents need not be returned with the proposal. These documents are only applicable to the successful bidder and the ensuing procurement contract. Documents are only applicable to the successful bidder and the ensuing procurement contract. Documents applicable to the procurement that will result from this Invitation for Bids are designated by a check box (☒). Unless otherwise indicated, the referenced documents are located at the end of this Invitation for Bids.

- Purchasing General Conditions** – The DASNY Purchasing General Conditions contains terms and conditions of purchases made by DASNY. It is recommended that this document be reviewed fully.
- M/WBE Utilization Plan and Request for Waiver** - Minority and Women-Owned Business Enterprise (M/WBE) goals for this project are 0% and 0%, respectively. The successful bidder shall be required to complete a Utilization Plan or Request for Waiver, to be approved by DASNY’s Opportunity Programs Group. Reference Purchasing General Conditions, Article XIX, Affirmative Action for Contracts Mr. Michael Clay, DASNY Opportunity Programs Group at (518) 257-3464, is available to assist all bidders in attaining these goals. *Reference the enclosed “Good Faith Efforts Guidelines”.*
- Supplemental General Requirements** – Attached (if applicable) are the Supplemental General Requirements (SGRs) which provide important logistical information and additional conditions which govern this procurement. Please read these SGRs carefully.
- Form of DASNY Contract** – The procurement resulting from the Invitation for Bids will be executed through a DASNY purchase order and a related contract. The contract executed with the successful bidder will be in the same substantial form as the attached “Form of Contract”. Note that this Invitation for Bids and any response to such will be annexed as binding terms of the purchase agreement.
- Certificate of Insurance** (*sample enclosed*) – The successful bidder will be required to provide a Certificate of Insurance pursuant to Article XIV of the enclosed Purchasing General Conditions. The certificate shall name DASNY and other designated parties as additional insureds.

SUPPLEMENTAL SPECIFICATIONS CONTINUED

- Worker’s Compensation / Disability Insurance** – The successful proposer will be required to provide specific documentation with respect to Worker’s Compensation and Disability Insurance pursuant to Article XIV of the enclosed Purchasing General Conditions. Requirements are detailed in the enclosed “Workers’ Compensation and Disability Benefits Requirements” document.

- Prevailing Wage Schedule** – NYS Labor Law requires all wages paid by contractors and subcontractors on public work projects be paid at the prevailing wage rates. Enclosed is the current rate schedule for the appropriate county. Contractors and Subcontractors are responsible for obtaining current rates throughout the course of the project. The NYS Department of Labor (NYS DOL) updates these rates on July 1st of each year. Current rates can be obtained on the NYS DOL website (www.labor.state.ny.us) or by fax at (518) 485-1870. Note that an executed Contractor and Subcontractor Certification and certified payrolls, which include the hours and days worked by each workman, laborer or mechanic, the occupation at which he worked, the hourly wage rate paid and the supplements paid or provided, must be submitted with each and every payment requisition. **DASNY will not process an invoice without this information.** Forms are available on the DASNY website:
<http://www.dasny.org/construc/forms2/vendors.php>

- Labor and Material Payment Bond** – The successful bidder must be prepared to provide surety bonds prior to award in accordance with Article XIV of the DASNY Purchasing General Conditions. The costs of these bonds are to be separately stated in the total bid price as indicated on the Bid Breakdown and Schedule.

- Performance Bond** – The Successful bidder must be prepared to provide surety bonds prior to award in accordance with Article XIV of DASNY Purchasing General Conditions. The costs of these bonds are to be separately stated in the total bid price as indicated on the Bid Breakdown and Schedule.

- Standard Vendor Responsibility Questionnaire (SVRQ)** – The successful proposer, in accordance with Article XXII of DASNY Purchasing General Conditions, will be required to complete the enclosed SVRQ. The award of a contract will be subject to a review of the information contained in these forms.



SUPPLEMENTAL SPECIFICATIONS CONTINUED

- NYS Uniform Contracting Questionnaire (UCQ)** – The successful proposer will be required to complete the enclosed UCQ. The award of a contract will be subject to a review of the information contained in these forms.

- DASNY Contractor and Consultant Questionnaire (CCQ)** – The successful proposer will be required to complete the enclosed CCQ. The award of a contract will be subject to a review of the information contained in these



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SUPPLEMENTAL GENERAL REQUIREMENTS

Request for Information

All questions pertaining to Bid No. 653 – furnish, deliver and provide inside delivery of caging equipment, are due no later than 4:00 p.m. on May 5, 2020 to svalente@dasny.org. RFI Responses will be posted via Addenda to DASNY's Website in the Attachments Section of the Bid Opportunity Page for Bid No. 653.

ALBANY (HEADQUARTERS): 515 Broadway, Albany, NY 12207 | 518-257-3000
NEW YORK CITY: One Penn Plaza, 52nd Floor, New York, NY 10119 | 212-273-5000
BUFFALO: 539 Franklin Street, Buffalo, NY 14202 | 716-884-9780
ROCHESTER: 3495 Winton Place, Building C, Suite 1, Rochester, NY 14623 | 585-461-8400

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DETAILED SPECIFICATIONS

See Attached

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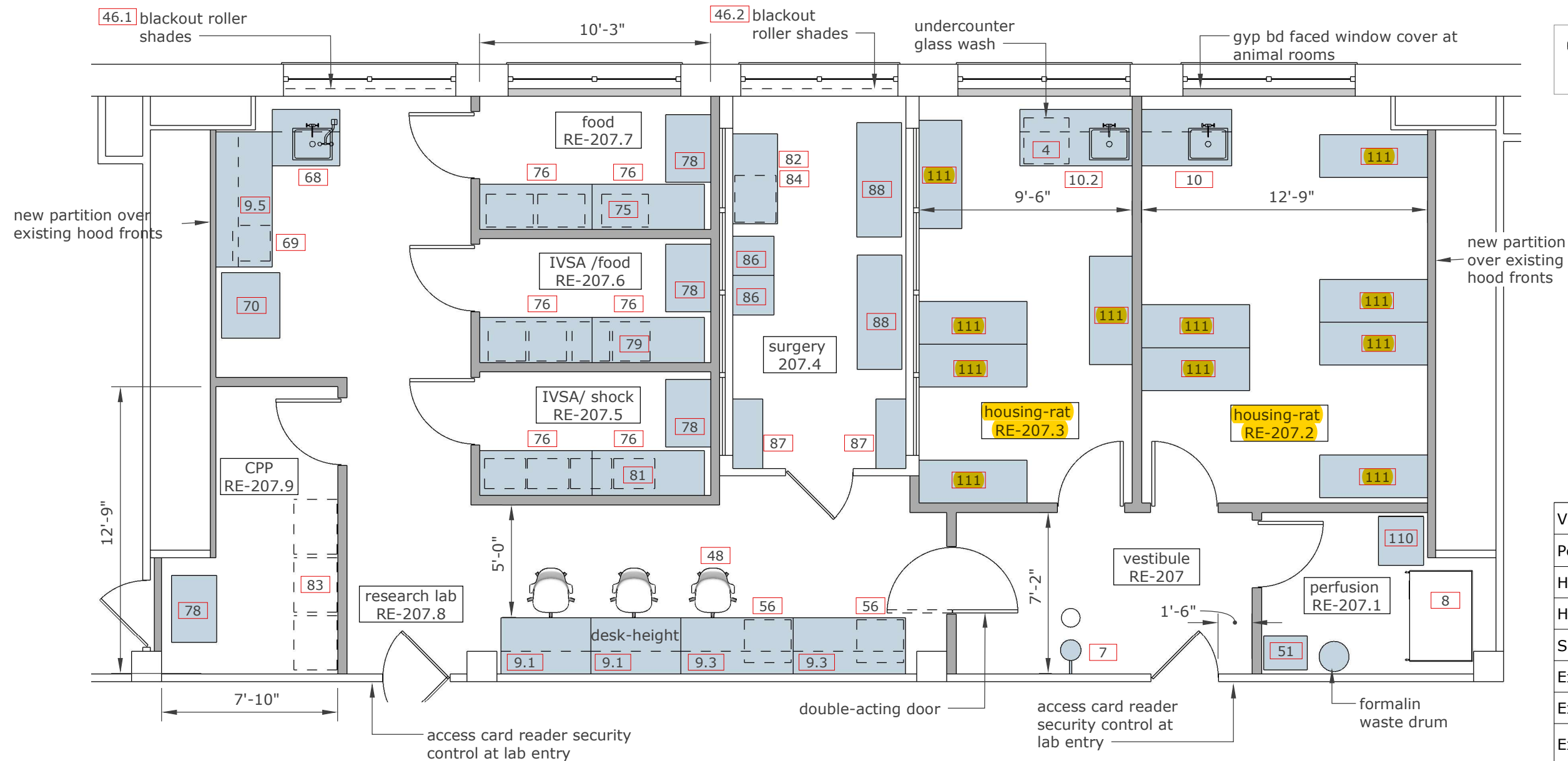
Item No. **Description**

2F25B1000BW Rack Complete with 2154F006 Cage Setups

- 1 ● 12 pcs Welded rack sized for 25 cages 2154F, stainless steel ,with 4 buffer wheels (2F25B1000BW)
- 2 ● 300 pcs Cage body, mm 480x265x210 h, PP (2154F006)
- 3 ● 300 pcs Inner lid, hinged divider, s/s (2154F114)
- 4 ● 300 pcs 700ml bottle, silicone ring, PC (ACBT0702)
- 5 ● 300 pcs Cap, nozzle mm 25, hole mm 1,8, s/s (ACCP2521)
- 6 ● 300 pcs Card holder, horizontal, top loading, plastic (130x77 mm) (ACPC0065PL)

Additional cage changeouts including the following components:

- 7 ● 300 pcs Cage body, mm 480x265x210 h, PP (2154F006)
- 8 ● 50 pcs 700ml bottle, silicone ring, PC (ACBT0702)
- 9 ● 50 pcs Cap, nozzle mm 25, hole mm 1,8, s/s (ACCP2521)



Vestibule RE-207	98 sf
Perfusion/Procedure Room RE-207.1	65 sf
Housing-Rat RE-207.2	225 sf
Housing-Rat RE-207.3	170 sf
Surgery RE-207.4	120 sf
Experiment: IVSA/shock RE-207.5	56 sf
Experiment: IVSA/food RE-207.6	56 sf
Experiment: Food RE-207.7	60 sf
Research Lab RE-207.8	372 sf
Experiment: Conditioned Place Preference RE-207.9	89 sf

Item ID	Item Description	Size	Status
4	undercounter glass wash	24x27.5	New
7	safety station (emergency shower with eyewash)		New
8.1	ductless fume hood with benchcap base	4' wide maximum	New
9.1	30x48 adaptable lab bench with shelves, undershelf LED, power outlets, phenolic top	30"x48"x30"-36" adjustable	New
9.3	30x60 adaptable lab bench with shelves, undershelf LED, power outlets, phenolic top	30"x60"x30" adjustable	New
9.5	30x72 adaptable lab bench with shelves, undershelf LED, power outlets, phenolic top	30"x72"	New
10	30x48 adaptable lab bench with shelves, sink cabinet, sink, lab mixing faucet deck-mtd, stainless stl top	30"x48" ss top open below	New
10.2	30x60 adaptable lab bench with shelves, sink cabinet, sink, lab mixing faucet deck-mtd, stainless stl top	30"x60" ss top open below no shelf	New
46.1	blackout roller shades	field verify window size	New
46.2	blackout roller shades	field verify window size	New
48	lab chair desk-height on casters	17"-22" adjustable ht	New
51	flammable cabinet stacked on corrosives cabinet	23.25w x 18d	New
56	mobile storage cabinet 24w with work surface	24x24	New
68	30x36 sink bench with sink, lab mixing faucet, eyewash	30"x36"	New

Item ID	Item Description	Size	Status
69	refrigerator (undercounter)	18x19x20	Existing
70	refrigerator	31"x35"x70"	Existing
75	operant chamber	17.5x25x24	New
76	wall mount green epoxy wire shelving	24"x60" with 24"D double wall mounting adjoining bracket	New
	RE-207.5: 3-tiers, lowest at 5"AFF, 28" clear spacing above		
	RE-207.6/RE-207.7: 2-tiers, lowest at 5"AFF, 40" clear spacing above		
78	ss table	24"x36"	New
79	operant chamber	20x21x36	Existing
81	operant chamber	16x22x28	Existing
82	lab table with ss top	24"x48"x30-36" adjustable	New
83	Open-Field Chamber (stacked 2-high)	24x29x27	Existing
84	autoclave	25x22x27	Existing
86	refrigerator	21x22x40	Existing
87	surgery cabinet	5'x12'	Existing
88	surgery table 24x61x33	24"x61"x33"	Existing
110	freezer	23 15/16"x25 11/16"x59 1/16"	New
111	ss conventional rack and cage system	57.68"x22.83"x73.90"	New

QC Remsen Hall Temporary Relocations

Test-Fit

Test-fit drawings are used to confirm that the program requirements can be accommodated within the space to be prepared. Not final design / Not for construction

**Research Lab / Animal Facility (Rat)
 RE-207 Suite**

Bid No. 653 – Animal Caging Equipment at Queens College – Site Visit Photos

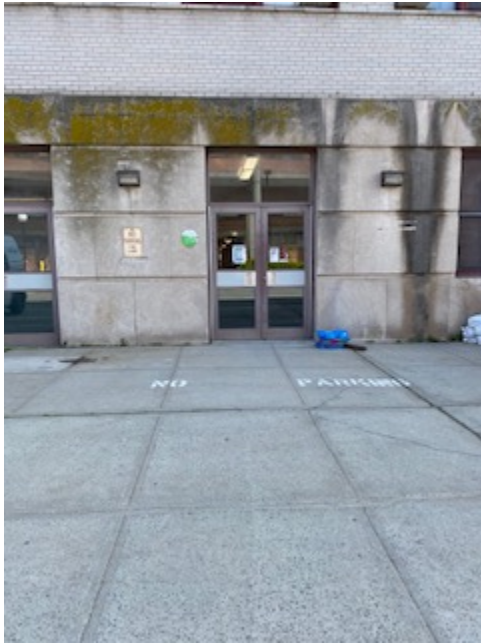


Photo 1: Westside Entrance to Remsen Hall.

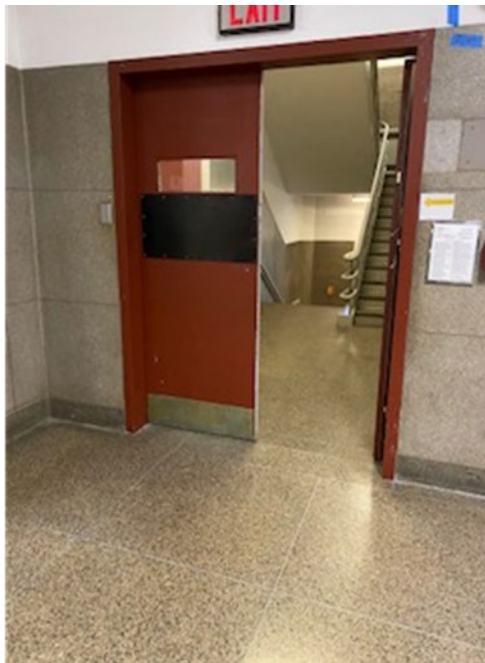


Photo 2: Double door access to stair well going down to basement.



Photo 3: Double set of doors leading to Westside access to Remsen Hall.



Photo 4: Basement level and view of corridor.



Photo 5: Elevator.



Photo 6: Double set of doors leading to zero room numbers.



Photo 7: Corridor view at basement level.

Project Site Logistics and General Requirements
Fixtures, Furniture & Equipment Deliveries

A. Project Overview:

1. Queens College, Remsen Hall is located at 65-50 Kissena Boulevard Flushing, NY 11367 is currently under construction and is renovating existing spaces within the Remsen Hall building to accommodate the relocation/swing over of existing labs from Rezran Hall.
2. The Project is being constructed under a Project Labor Agreement (PLA) between DASNY, as PLA Administrator on behalf of Queens College; the Project's Contractor(s), and its successors and assigns, for certain construction work to be performed as part of the Queens College Remsen Hall project; and by the Building and Construction Trades Council of Greater New York and Vicinity, on behalf of itself and its affiliated local union members; and the signatory Local Unions on behalf of themselves and their members.
3. Occupancy is scheduled to occur August, 2020.

B. Dock and Site Restrictions: There is no Loading Dock. Deliveries will be made through the main doors on the West side of the building.

1. Vendors shall provide flagmen with vests during deliveries to direct pedestrian and vehicular traffic, as required.
2. Dumpsters will not be available. Vendors shall be responsible for daily removal of debris off site. All vendors shall be responsible for obeying all site rules and established protocol.
3. Installation work shall include unloading, unpacking and delivering to respective floor locations.

C. Elevator Information:

Elevators are available: There are no freight elevators available, there is only passenger elevator and is limited in size and capacity. Use is limited and to be coordinated with College Facilities.

- Remsen Hall is 157,000 sq. ft four (4) floor building housing various departments in the Division of Mathematics, Natural Sciences and Science Labs.

D. Building Protection:

1. The vendor shall be responsible for the protection of all access and work areas, including, but not limited to walls, doors, etc. Flooring protection will also be by the vendors. The

QUEENS COLLEGE – REMSEN HALL

vendor will be held responsible for the repair or replacement of any damage to the building, grounds, walls, and flooring due to the delivery and installation of the product.

2. All delivery paths (walls, etc.) will be protected and maintained, with paper and masonite. The utilization of steel-wheel dollies is prohibited.
3. Furniture/Equipment Protection: All furniture/equipment work surfaces shall be protected after installation is completed. The work surface protection shall be removed by others at a later date.

E. Delivery Schedule:

1. All deliveries shall occur from 7:00 am to 6:00 pm unless otherwise scheduled with Queens College Facilities. Trucks will be allowed to enter at the 150th Street entrance and park west side of Remsen. Fire Lanes to be maintained. Flag men and traffic control to be provided when accessing gate and parking.
2. The Vendor shall be responsible for coordinating permitting for their deliveries in the street as required.
3. The Vendor shall be responsible for coordinating exact delivery dates and times with the project site. Only products that can be immediately installed in a completed space shall be delivered, to avoid staging and on-site storage. The Vendor shall be responsible for temporarily storing materials in a secure warehouse for a period of up to 30 days from DASNY's requested delivery date at no additional cost. The Vendor shall be responsible for the rejection of product delivery, replacement, repair or any other corrective action required, for items received damaged, soiled or not conforming to the detailed specifications.

F. Tentative Fixtures, Furniture and Equipment Delivery Schedule:

1. Installation of furniture is anticipated to begin commencing in late April, 2020.

G. Supervision: A full-time Coordinating Project Manager and a minimum of one (1) Coordinating Superintendent/Foreman per floor shall be engaged while delivery and installation work are performed.

H. Parking: There is no on-site parking available for contractors.

I. Punch list:

1. Each vendor is responsible for contacting DASNY's designated representative at the end of each workday to review project status and obtain sign-off for daily work.

QUEENS COLLEGE – REMSEN HALL

2. The furniture/equipment vendor shall schedule a punch list review with DASNY's designated representative. DASNY reserves the right to withhold 5% payment pending resolution of open punch list items.

SECURITY REQUIREMENTS:

1. Access to the facility is controlled by Queens College Facilities, Design & Construction department and UPD, any/all site security is the responsibility of each vendor.
2. All Contractors shall submit Daily Reports to DASNY (Field Representative) & Jacobs (PM) by 10:00 am the following day. Daily Reports are to record, at the minimum, the date, temperature, weather conditions, number of workforce, subcontractors, work activities and location, and special observations. Submission of Daily Reports to Fred Calvello will be a condition of monthly payments to the Contractor.

SPECIAL PROVISIONS:

- A. Queens College Standard Rules for Contractors Working in Queens College, see attached.
- B. This is a designated Hard Hat Project.
- C. There shall be no eating in the work area.
- D. This is a Smoke Free Campus, No Smoking Permitted on Campus Grounds. Smoking is not permitted in the building, near air intakes, or within 30 feet of any building entrance or outdoor-air intakes.
- E. Use of alcohol and controlled substances on the project site is not permitted.
- F. No signs or advertising material will be permitted on the job site.
- G. All provisions of all applicable State Labor Standards must be complied with under provisions of this contract. In addition to the PLA agreement.