

# Questions received on Materials Testing and Special Inspection Services and DASNY's responses:

1. In Chapter One Project Terms and Conditions, Section 4.1 (page 6 of 25) the goals for MBE and WBE are not completed. What are the goal percentages for this contract?

**Response:**

M/WBE participation goals for this contract are as follows:

MBE: 0%; WBE: 0%; SDVOB: 0%

It is the goal of DASNY to encourage participation by qualified certified Minority, Woman and Small Business Enterprises (MWSBE) and Services-Disabled Veteran-Owned Businesses (SDVOB) as part of your team to the maximum extent practical and consistent with legal requirements.

2. On past submittals, for this type of contract, there has been a laboratory testing and/or equipment rate sheet that we had to provide with our submittal but I can't find one for this RFP. Will this pricing be due now or at a later date?

**Response:**

Tab 3 of the firm's technical proposal shall include equipment and testing rates. A sample table is included as an addendum to the RFP.

3. The RFP Instructions, Page 3, Section 3.1, Tab 2, ¶ b states "A sample (personal qualification summary) table is provided as an attachment, but any format providing similar information will be accepted." We were unable to find the sample personal qualification summary table among the documents in the RFP package. Will DASNY still provide a sample?

**Response:**

A sample table is included as an addendum to the RFP.

4. The RFP Instructions, Page 6, the second paragraph under Tab 2 states "Provide the following forms loosely. Do not include these forms in your technical or cost proposal." This refers to the Procurement Lobbying Law – Certification and the NYS Vendor Responsibility Questionnaire. How many copies of these forms should we submit with our proposal?

**Response:**

Provide one (1) copy of the NYS Vendor Responsibility Questionnaire and Procurement Lobbying Law - Certification. DASNY recommends that all firms file the required Questionnaire online via the New York State VendRep system and only provide a copy of the certification page to DASNY.

5. The Term Contract for Professional Services, Chapter One, Page 6, ¶ 4.1 states "The N.Y.S. certified Minority and Women-owned Business Enterprise (M/WBE) goals for this contract are % MBE & % WBE." Does DASNY have an M/WBE goal for this contract? Will individual projects under this contract set project-specific M/WBE goals?

**Response:**

Refer to Response #1.

6. The Term Contract for Professional Services, Chapter Two, Professional's Required Services, Page 4, ¶ 2 d) i) states "All laboratory facilities performing materials testing/special inspection services for the Owner shall be accredited by American Association of State Highway Transportation Officials (AASHTO) and/or The National Voluntary Laboratory Accreditation Program (NVLAP) in the areas covered by the scope of work." We are certified by AASHTO, AMRL, and CCRL, but not NVLAP. As there are very few labs certified by NVLAP in New York, will DASNY accept and consider proposals from labs that do not have NVLAP certification?

**Response:**

Laboratory facilities performing materials testing/special inspection services shall be accredited by AASHTO and/or NVLAP. Equivalent accreditation by other organizations may be reviewed and accepted by the Owner on a case by case basis, upon receipt of a formal written request from the Professional.

7. If the lab is accredited by IAS (Internation Accreditation Service) for both Special Inspections and Materials Testing Services as per ISO 17025, ASTM E329 & ASTM C1077, is it still necessary to have accreditation from AASHTO or NVLAP?

**Response:**

Laboratory facilities performing materials testing/special inspection services shall be accredited by AASHTO and/or NVLAP

8. IAS provides annual Laboratory Inspection Program (LIP) to maintain accreditation for both Materials Testing & Special Inspections Agency. Is it still necessary to participate in the laboratory inspection program administered by CCRL/AMRL?

**Response:**

Refer to response #7.

9. If a party has already started the accreditation process with NVLAP and is waiting for their formal approval and expects it to be approved after the deadline for submitting the proposal, can that firm still submit a proposal and be considered for a term contract?

**Response:**

DASNY will accept the proposal submission and review in accordance with the RFP guidelines.

10. Section 3.1 (re Tab 2 item b): Where is the sample "Personnel Qualification Summary Table" attachment referenced in this section?

**Response:**

Refer to response #3.

11. Section 4.1 (re Tab 2): Would a previously approved multiplier from the Port Authority (a multi-state agency) qualify as being from "another State agency"?

**Response:**

DASNY will accept a previously approved multiplier from another State Agency.

12. We have downloaded the aforementioned RFP and noticed there is not a spreadsheet for materials testing Laboratory and Field cost (e.g.) concrete test cylinders, soil testing, etc... and specialty equipment cost (e.g.) ultrasonic testing, nuclear density gauge, etc...Question: how are will to provide pricing for these service and functions?

**Response:**

Refer to response #2.

13. What are the anticipated project locations?

**Response:**

At various locations throughout New York State.

14. Can the Special Inspection firm select specific regions in the State to provide requested services?

**Response:**

A firm cannot select a specific region to provide the requested services however selections are typically based on a firm's geographic location to the site, experience and workload.

15. In the document titled Chapter Two, on page 6 section 2.e.iii., it mentions The Professional uploading and maintaining documents to an owner's database. What is the owner's database? Who is considered the Professional? Can any employee working on the project upload and maintain the information in the database?

**Response:**

DASNY hosts a Materials Testing Term Consultant Personnel Database which includes the Professional's personnel qualifications, certifications, and relevant work histories. The Professional will be given access to the system, and it is their responsibility to enter personnel qualification data and keep the information current for use by DASNY personnel during the contract term. The Professional is the firm that is approved for a contract. The Professional will be responsible for assigning the person(s) responsible for maintaining database.

16. In the document, titled Chapter Two, the requirements seem to be a copy and paste of the New York City Build Code. Why is this the case then New York State has its own building code and this is a State project. Will this contract be following New York City or New York State Building Code requirements? Also, in Section 12.a.1 on page 16, it stipulates the qualified personnel must be a PE AND an EIT. Please clarify which is required.

**Response:**

DASNY projects span across New York State and either are governed by the Building Code of New York City or the Building Code of New York State depending on location, and by client program. Chapter 2, Section 12.a.1 on page 16, of the sample contract shall be revised to read as follows:

- i) For projects governed by the New York State Building Code, concrete field inspectors shall meet the following qualification requirements:
  - (1) NYS Licensed Professional Engineer or Registered Architect shall have one year relevant experience; or
  - (2) Graduate Engineer in Civil Engineering with EIT shall have two years' relevant experience; or
  - (3) ACI Certification as a Concrete Construction Special Inspector (ACI-ACCSI); or

(4) ICC Certification as Concrete Special Inspector (ICC-CSI).

17. Are there specific M/WBE goals set aside for this project? It was unclear in the RFP.

**Response:**

Refer to Response #1.