

Addendum No. 2

August 21, 2020

DORMITORY AUTHORITY - STATE OF NEW YORK

Job Order Contracting

Regions 1-10

Project # 1000509999

This **ADDENDUM** is hereby included in and made part of the Contract whether or not attached thereto. All requirements of the original Specifications and Drawings shall remain in force except as noted by this **ADDENDUM No. 1**.

Bidders are reminded to carefully review and comply with all contract solicitation requirements, inclusive of Article 19 of the Information for Bidders.

Responses to Requests for Information:

1. What is the dollar value of individual job order that will require PLA?
DASNY's current (2020) PLA has a \$3,000,000 per-project threshold. Annually, DASNY may exempt projects valued at an aggregate of \$40,000,000 from the PLA. Once the \$40,000,000 annual limit is reached, all subsequent projects regardless of value shall be subject to the PLA. DASNY's PLA only pertains to work in the JOC Region for the five boroughs of New York City.
2. Are there any particular projects that requires PLA regardless of dollar value?
DASNY's PLA is triggered by project value, not project type. That said, additional work, e.g.: a change order, to a project subject to DASNY's PLA would be subject to the PLA even if the value of the additional work is below the PLA threshold.
3. Can we have a copy of the companies that pre-registered for the pre-bid meeting on 7-29-2020?
The attendance list was posted to DASNY's website as part of Addendum 1 to this contract solicitation.
4. Will the Gordian Power Point Presentation be made available that was shown during the pre-bid meeting on 7-29-2020?
The PowerPoint used for the July 29th Pre-Bid Meeting has been included as an attachment to this Addendum.
5. Section 14 – Required Bonds, states that we are to provide a Payment Bond in the amount of \$50,000 upon award of the contract. On new Job Orders, will the P & P Bonds be reimbursable for all amounts or for over a \$100,000 dollar? It is not stated in Section 14 – Required Bonds.
The cost of bond premiums is reimbursable to the contractor on a job-order basis.

6. Or are we to include a P & P Bond for the full \$6,000,000 Maximum Contract value for the 1st year and include that cost in our factor to be submitted?
No, successful low bidders will not be required to post a bond upon contract execution equal to 100% of the maximum contract value. Instead, the contractor will be expected to provide bonds on a job-order basis per the Contract Documents.
7. Could you please let me know where can I download the drawings and specifications for job order contracting regions? I see there are different contracts to be bid. Please send me the link where I can access the documents.
Project-specific drawings are not available. Please refer to the contract documents posted to DASNY's website for this contract solicitation. The contracts to be awarded are term trade contracts. Projects will be assigned as needed over the term of the contract, with the project specific documents being provided at that time.
8. The DASNY Construction Task Catalog for this Bid is Dated AUG19, upon award of this bid will the Construction Task Catalog be updated to August 2020? As per Section 1A.04 Annual Update of the Construction Task Catalogs the CTC will be updated annually, since the CTC prices are a year old from August 2019, we want to know if the CTC will be updated for August 2020?
The 2020 CTCs were posted to DASNY's website and are available for review along with all other contract documents for this contract solicitation.
9. Could you kindly send us a sample/blank BID Form for this Project? Thanks in advance.
Please refer to Volume 1 – Construction Front End Documents.
10. Do we need to use PLA rates for all the trades where it says “no”? Also trade where PLA programs is “no” are we bound to have PLA contract? (notice to bidders)
PLA rates are only applicable to projects and trade work subject to DASNY's PLA, which is limited to the JOC Region for the five boroughs of New York City.
11. Is 30% mandatory to be used for own workforce only? (Section 7.B.1, page 5)
Compliance with the 30% self-performance requirement is evaluated over the term of the contract, not on a job order basis.
12. Are these requirements in the table are per project basis? For, region1 has 18% MBE participation, 12% WBE participation, 6% SDVOB participation and 45% EEO participation but above in section 7.B.1 we have mandatory 30% participation of own workforce by the contractor. Please elaborate. (section 8.B. page 6)
Compliance with MWBE and SDVOB participation goals are evaluated over the term of the contract, not on a job order basis. MWBE and SDBOB participation goals pertain to opportunities for sub-contractors and suppliers, not EEO/ workforce participation.
13. Do we need to submit the following along with the BID at the time of allotment? (section 8.C. page 6)
- Statewide utilization management plan (“utilization plan”), refer to Article 20-opportunity programs, specifically section 20.03 for submittal requirements.

- Utilization plan coversheet.
- Standard Equal Employment Opportunity Policy Statement.
- Permanent Employee Distribution.
- Scope, Verification Form
- Monthly workforce utilization report
- Compliance report.

These documents are required on a job-order basis; they are not required to be submitted with the contractor's bid. Please carefully review and comply with bid submission requirements.

14. Bidding Requirement- Do we need to submit only 7 documents with the BID or do we require other documents as listed above in section 8.C. Also is it mentioned here the following documents need to be submitted once the job order is issued. (Section 17, page 11)
- Utilization plan with written justification if a request for waiver is applicable utilization plan cover sheet.
 - Scope Verification Form
 - Monthly Workforce utilization Report.

These documents are required on a job-order basis; they are not required to be submitted with the contractor's bid. Please carefully review and comply with bid submission requirements.

15. The adjustment factor will be based on only material and labor or the other cost like equipment's, overhead, profits, etc. will also be included in it? Please clarify.
(Form of bid Region 1 & Combined 1 & 3.)

The contractor's adjustment factors do not include labor and materials; labor and materials are included in the unit prices. The adjustment factor is based on each the contractor's assessment of their overhead and profit costs relative to the unit prices.

16. The Bid Form Page 1 says it is for "Region 1 and Combined for 1 & 3", but it is mentioned we need to submit individual bid for one region only. (Form of bid Region 1 & Combined 1 & 3.)

If an individual trade contract covers multiple regions, bidders shall use the Bid Form provided for that solicitation. If contractors are bidding on individual trade contracts in more than one region, they shall submit an individual Bid Form for each trade contract.

17. Region 3 is common in both the bid forms please confirm which BID form do we need to consider for Region 3. (Form of Bid region 3 -10)

Please refer to the response provided to Question 16, above.

18. Are the CTC rates applicable on PLA as they are generally around three times higher from them? (Construction Task Catalog)

Please refer to the Contract Documents. For contracts subject to the DASNY's PLA bidders must provide in their bid various PLA adjustment factors.

19. Do we require to have Adjustment Factors starting with 1 and four decimals? (Form of bid Region 1 & Combined 1 & 3, page 1 and 2)
Adjustment factors are not required to start with 1 but are required to include four decimals.
20. The figure mentioned in line 17 will be considered final for PLA contract or NON-PLA contract? (Form of bid Region 1 & Combined 1 & 3, page 4)
Yes.
21. For NON-PLA- Do we need to consider cost as per the Construction Cost Catalogs and calculate the adjustment factor? For ALL WORK- do we need to refer Construction Cost Catalogues, or we can consider as per the criteria. For PLA work do we need to refer Construction Cost Catalogues, or we need to calculate as per actuals as the cost of PLA are 3 times higher than the CTC. (Form of bid Region 1 & Combined 1 & 3, page 1 & 2)
The cost for all work – PLA and Non-PLA – is calculated using the CTC and the appropriate adjustment factors.
22. What all considerations are required for the calculation of Adjustment factor for example- Profit, Overhead, any license fees, any service fees? Please provide details. (Form of Bid Region 1 & Combined 1 & 3)
Please refer to the Contract Documents.
23. For calculating the Adjustment factors can we do the calculations of the line items based on NON-PLA rates and we can refer CTC only? (Form of Bid Region 3 – 10)
Refer to the response provide to Question 15 above.
24. I'm not 100% sure you are the correct contact, but I thought I would start with you. I attended the DASNY JOC Pre-bid conference meeting on July 29th. At that time, they said that a recording of the presentation would be made available for further review. Do you know where I can access the recorded meeting? This is our first time bidding this contract, and I wanted to review the information they shared about the contractor's adjustment factor again. If you cannot help me with this, are you able to point me in the direction of someone who can?
The PowerPoint Presentation used for the July 29th Pre-Bid meeting has been included as an attachment to this Addendum and a link to the recording of the Pre-Bid Meeting has been added to the Solicitation's Pre-Bid Meeting Section on the DASNY Website <https://www.dasny.org/opportunities/rfps-bids/2020/job-order-contracting-regions-1-10>.
25. Please confirm that the Performance/Payment Bond on this Job Order Contract will be on a per project basis.
Please refer to the answer provided to Question 6, above.

Attachments

- 1. July 29, 2020 Power Point Presentation Slides**
- 2. Pre-Bid Meeting Link can be found at <https://www.dasny.org/opportunities/rfps-bids/2020/job-order-contracting-regions-1-10>**

END OF ADDENDUM NO. 2



DASNY JOC Program – New Contract Solicitations

Pre-Bid Conference

July 29, 2020 (Via WebEx) – 10:00 AM

AGENDA

- DASNY Overview - Job Order Contracting Program
- Explanation of Job Order Contracting
- Current Contract Solicitations
- Understanding the Construction Task Catalog (CTC)
- Formula for Calculating the Price Proposal
- Calculating the Adjustment Factors
- Bid Considerations
- MWBE and SDVOB Participation
- Review of Key Points
- Question & Answer Session

DASNY Overview – Job Order Contracting Program

DASNY is New York State's Developer

DASNY is among the nation's largest issuers of low-cost, tax-exempt bonds and one of its biggest public builders.

We finance and construct facilities for:

- Colleges and Universities
- Health-care Providers
- Government Agencies and Authorities
- Non-Profit Organizations

DASNY Overview – Job Order Contracting Program

Job Order Contracting or JOC is a type of procurement designed to provide faster contracting time to **speed project delivery**.

DASNY's JOC Program is used for a **range of projects** such as:

- small- to medium-size renovation and repair projects
- emergency work to address hazardous conditions
- urgent projects to correct conditions that impact the use and occupancy
- completing punch list work
- probes and other exploratory work

In 2019 DASNY executed work valued at **\$64 million** through the JOC Program

DASNY Overview – Job Order Contracting Program

DASNY's JOC program is a competitive procurement method whereby DASNY awards term contracts in 10 Regions for:

General Construction, Mechanical, Plumbing, Electrical, Hazmat & Roofing.

JOC contractors provide construction services statewide using a **Catalog of fixed unit prices** that are adjusted by Contractor-Specific Adjustment Factors.

The value of an average DASNY JOC Program project is **approximately \$150,000**, but project values can range from a few thousand dollars to over \$1 million.

DASNY Overview – Job Order Contracting Program

DASNY awards contracts that have a **one-year base term and three one-year renewal options**.

Prime contractors in DASNY's JOC Program **must be bondable** and must submit a letter from their Surety **with their bid** attesting to their aggregate and per project bonding limits

DASNY is committed to diversity in all its procurements. The JOC Program offers **opportunities for MWBE and SDVOB firms as Primes, Subcontractors & Suppliers**.

DASNY Overview – Job Order Contracting Program

Firms interested in DASNY's JOC Program **do not need to be experts in Job Order Contracting or eGordian Software**. Firms awarded JOC contracts will receive ongoing **personalized training** by Gordian, DASNY's Job Order Contracting Consultant.

Firms interested in DASNY's JOC Program must be **experts in their trade, have strong back-office infrastructure, and the capacity to manage multiple projects simultaneously**.

A Firm's **performance** determines if it will continue to receive work.

DASNY Overview – Job Order Contracting Program

DASNY is committed to working with firms already active in our JOC Program as well as to attract new and diverse firms to the program.

Please use the **Chat function** in this WebEx presentation to provide the following information for your firm.

- Name and Location
- Trade specialization
- Trade contract you are interested in bidding
- Is your firm a NYS-certified MWBE or SDVOB?
- Is your firm currently a DASNY JOC contractor?

EXPLANATION OF JOB ORDER CONTRACTING

- **Job Order Contracting Provides:**
 - The Ability to Accomplish a Substantial Number of Individual Projects with a Single Competitively Bid Contract
 - On-Call Contractors Ready to Perform a Series of Projects at Different Locations for Competitively Bid Prices
- **Introduced In the United States in 1985**
 - DOT, USPS, NASA, HUD
- **Over 1,100 Job Order Contracts In Use**

EXPLANATION OF JOB ORDER CONTRACTING

- **Over \$2 Billion of Construction Placed Annually**
- **Implemented By Major Cities, Counties, Public Agencies**
 - Dormitory Authority of the State of New York
 - State University Construction Fund
 - NYS Department of Transportation
 - NYS Department of Environmental Conservation
 - NYS Office of General Services
 - New York City Department of Education

EXPLANATION OF JOB ORDER CONTRACTING

- **Faster**

- In JOC work can start between 75-85% faster than traditional contracting methods. Days or weeks instead of months. Since the JOC Contractor is already under contract and on-call, DASNY avoids the traditional procurement time.

- **Better Quality**

- Since the structure of JOC is a series of individual Job Orders, the JOC Contractor has an ongoing financial incentive to provide a quality project. If the JOC Contractor fails to maintain the desired level of service and quality, DASNY can elect to complete the projects using traditional contracts.

- **Less Expensive**

- JOC can save between 8-15% in total costs over traditional contracting methods. These cost savings occur from reduced design costs, lower procurement costs, lower direct cost of construction, decreased overhead costs, and reduced post award claims.

EXPLANATION OF JOB ORDER CONTRACTING

- **Increased Contractual Control**

- Each Job Order represents only a small portion of the total volume of work that the JOC Contractor could receive. The JOC Contractor has an incentive to perform to receive additional Job Orders.

- **Improved MWBE / SDVOB Participation**

- JOC is a procurement system with the capacity to improve participation of MWBE & SDVOB firms. DASNY can elect not to give future Job Orders to the JOC Contractor unless it makes an effort to meet DASNY's MWBE / SDVOB Goals.

CURRENT SOLICITATIONS



CURRENT SOLICITATION

DASNY is procuring 11 new trade contracts in various regions statewide for its JOC Program including General Construction, HVAC, Plumbing and Asbestos / Hazmat Abatement.

- Contracts for Regions 1 through 8 are **Open-Market** solicitations; any experienced and qualified bidder may respond.
- Contracts for Regions 9 and 10 are **Discretionary** solicitations; only experienced and qualified NYS-certified MWBEs and SDVOBs, may respond.

CURRENT SOLICITATION

Downstate

Region	CR #	Description	Bid Security	Maximum Contract Value
1 & 3	492	Asbestos Abatement	\$ 25,000	\$1,500,000
1	493	General Construction	\$ 25,000	\$6,000,000
1	494	Mechanical	\$ 25,000	\$5,000,000
3	495	General Construction	\$ 25,000	\$3,000,000
3	496	Plumbing	\$ 25,000	\$1,000,000

CURRENT SOLICITATIONS

Upstate / Western New York

Region	CR #	Description	Bid Security	Maximum Contract Value
4	497	General Construction	\$ 25,000	\$3,000,000
4	498	Plumbing	\$ 25,000	\$1,000,000
4 & 5	499	Asbestos Abatement	\$ 25,000	\$1,000,000
6, 7, & 8	500	Asbestos Abatement	\$ 25,000	\$1,000,000
9 *	501	Asbestos Abatement	\$ 25,000	\$500,000
10 *	502	Asbestos Abatement	\$ 25,000	\$500,000

CURRENT SOLICITATIONS

- Volume I

- **Terms & Conditions**

- ✓ *New & Revised*

- Information for Bidders
 - Bid & Contract Forms
 - Performance & Payment Bonds (per JO)
 - General Conditions
 - General Requirements
 - Affirmative Action Forms

Construction Front End Documents Table of Contents

DIVISION 00

COVER PAGE – CONSTRUCTION BIDDING REQUIREMENTS

NOTICE TO BIDDERS
INFORMATION FOR BIDDERS
FORM OF BID
2005 PROCUREMENT LOBBYING LAW - CERTIFICATION
CODE OF BUSINESS ETHICS - CERTIFICATION
COMPLIANCE WITH LAWS - CERTIFICATION

W-9

FORM BID BOND
PROJECT LABOR AGREEMENT

COVER PAGE – CONSTRUCTION CONTRACT FORMS

UTILIZATION PLAN
SCOPE VERIFICATION FORM
WORKFORCE UTILIZATION SCHEDULE
NYS VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION

Instructions

Definitions

Main Form

Attachment A – Completed Construction Contracts

Attachment B – Uncompleted Construction Contracts

Attachment C – Financial Information

DASNY VENDOR QUESTIONNAIRE

INSURANCE FORM (draft)

AGREEMENT (draft)

PAYMENT BOND (draft)

COVER PAGE – CONSTRUCTION GENERAL CONDITIONS

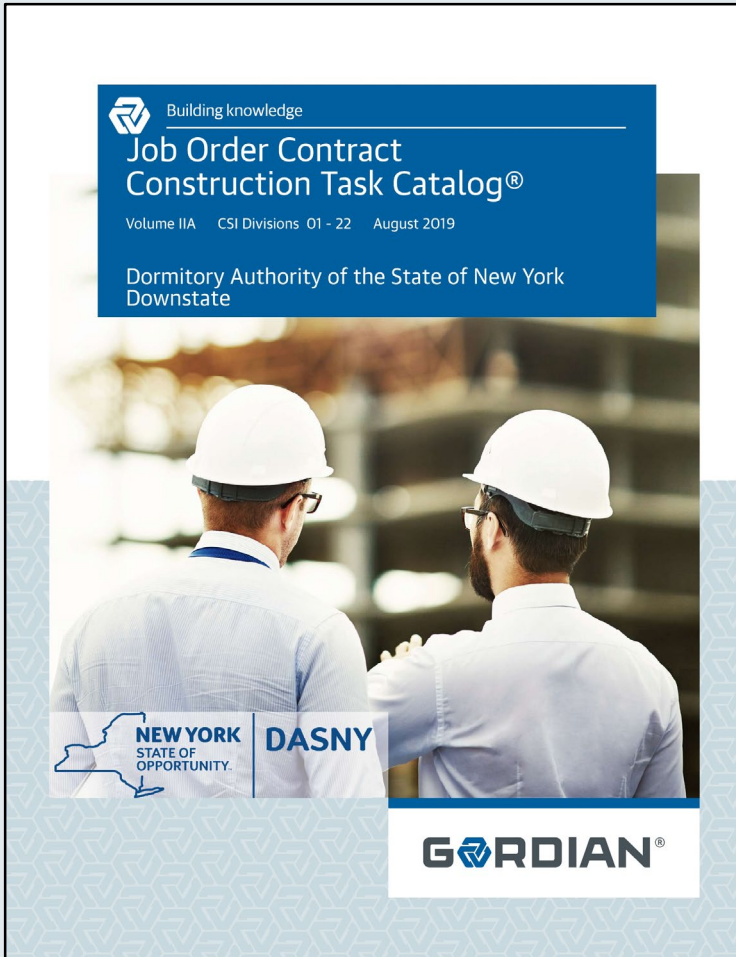
GENERAL CONDITIONS
SUPPLEMENTAL GENERAL CONDITIONS FOR GOSR PROJECTS ONLY

CURRENT SOLICITATIONS

- Volume IIA & IIB
 - Construction Task Catalogs
 - Dated: August 2019

Catalog of Pre-Priced Construction Tasks

- Organized by CSI Master Format 2004
- Unit Prices Calculated using Local Labor, Material & Equipment Costs
- Customized for DASNY



CURRENT SOLICITATIONS

				Exterior Improvements		32	32
				Bases, Ballasts, And Paving		32 10	
				Unit Paving		32 14	
MINOR	CSI	UOM	DESCRIPTION	TOTAL DIRECT	DEMOLITION		
				UNIT COST	UNIT COST		
				<div>PRICE INCLUDES LABOR, MATERIAL + EQUIPEMENT FOR YOUR LOCATION</div>			
				<div>SECTION + TASK NOTES</div>			
				<div>MODIFIERS FOR VARIATIONS OR QUANTITIY DISCOUNTS</div>			
				<div>DEMOLITION PRICE</div>			
				<div>CS MASTERFORMAT</div>			
				<div>FULL DESCRIPTION OF TASK</div>			
32 16			Curbs, Gutters, Sidewalks, And Driveways (32 10)				
32 16 13			Curbs And Gutters (32 16)				
				Note: Includes transition. Demolition Includes two saw cuts (each end) of curbs and gutters for lengths up to 100'. See CSI section 02 41 19 13-0043 for additional saw cuts within the 100'.			
32 16 13 13			Cast-In-Place Concrete Curbs And Gutters (32 16 13)				
				Note: Includes concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.			
32 16 13 13-0001			Concrete Curb, Cast In Place (32 16 13 13)				
				Note: Includes delivered concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.			
32 16 13 13-0002	LF		6" X 12" Cast In Place Concrete Curb	7.18	3.23		
				For Up To 20, Add	4.03		
				For >20 To 50, Add	2.27		
				For >50 To 100, Add	0.88		
				For >500 To 1,000, Deduct	-0.88		
				For >1,000, Deduct	-1.50		
32 16 13 13-0003	LF		6" X 12" Cast In Place Concrete Curb - Radius	8.18	3.72		
				For Up To 20, Add	4.63		
				For >20 To 50, Add	2.61		
				For >50 To 100, Add	1.01		
				For >500 To 1,000, Deduct	-1.01		
				For >1,000, Deduct	-1.72		

CURRENT SOLICITATIONS

- Volume IIIA, IIIB, IIIC, IIID & IIIE
 - Technical Specifications
- Specifies Quality of Materials and Workmanship

Volume IV

- NYS DOL Wage Information

IMPORTANT NOTICE

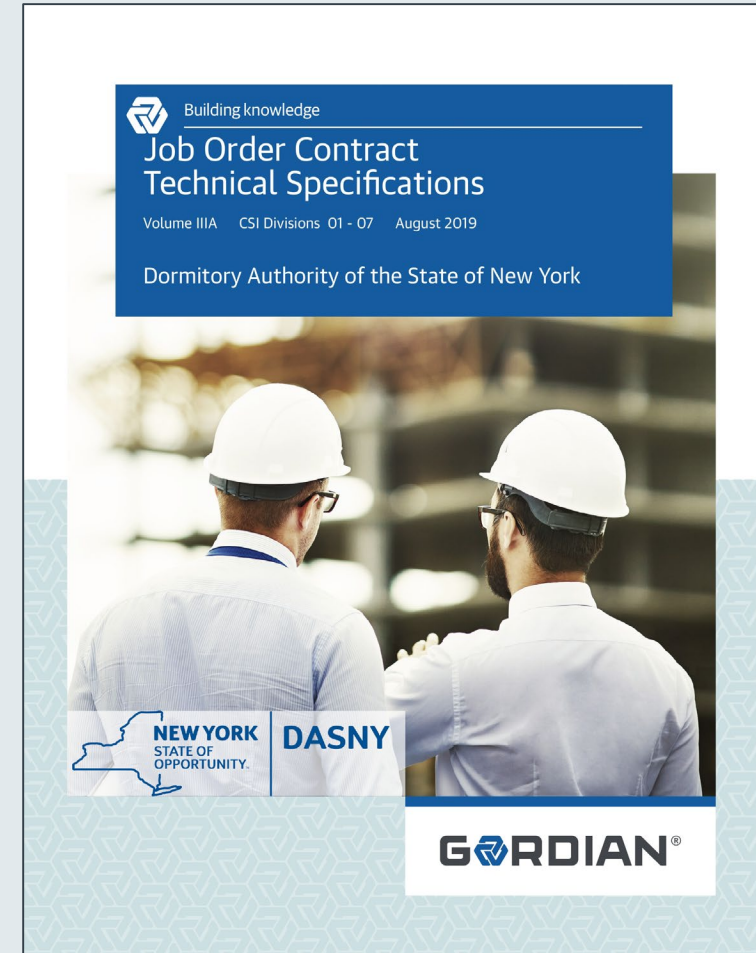
FOR CONTRACTORS & CONTRACTING AGENCIES

Social Security Numbers on Certified Payrolls

The Department of Labor is cognizant of the concerns of the potential for misuse or inadvertent disclosure of social security numbers. Identity theft is a growing problem and we are sympathetic to contractors' concerns with regard to inclusion of this information on payrolls if another identifier will suffice.

For these reasons, the substitution of the use of the last four digits of the social security number on certified payrolls submitted to contracting agencies on public work projects is now acceptable to the Department of Labor.

NOTE: This change does not affect the Department's ability to request and receive the entire social security number from employers during the course of its public work / prevailing wage investigations.



CURRENT SOLICITATIONS

Pre-Bid Guidance to Contractors

- **At the time of contract bidding DASNY Cannot:**
 - Identify or Commit to any specific Project or Locations (other than a Region)
 - Identify or Commit to any specific Quantities, Tasks or Project Values
- **The JOC Contract has a Fixed Term with Option Periods**
 - Base Term = One Year or When Maximum Contract Value is Reached
 - Three (3) one-year Options (By Mutual Agreement and based on performance)
- **The Base Term and each Option has a Maximum Contract Value.**

CURRENT SOLICITATIONS

Bid Requirements

- Competitive Bid
- **Must Bid Three Adjustment Factors – (5 Additional AF's for PLA Work, See Below)**

- ✓ Normal Working Hours
- ✓ Other Than Normal Working Hours
- ✓ Non Pre-Priced Work

PLA - 5 AF's (Region 1 ONLY)

- ✓ Day Shift Monday to Friday (as defined by the PLA)
- ✓ 2nd Evening or 3rd Night Shift Monday to Friday (as defined by the PLA)
- ✓ Day Shift Saturday or Sunday (as defined by the PLA)
- ✓ 2nd Evening or 3rd Night Shift Saturday or Sunday (as defined by the PLA)
- ✓ Holidays (as defined by the PLA)
- **Same Adjustment Factors Apply to All Tasks in the CTC®**
 - ✓ **Must Include all Indirect Costs & Profit**
- **Lowest Award Criteria From an Acceptable, Responsive, Responsible Bidder Wins!**

1

WORK PERFORMED
DURING NORMAL
WORKING HOURS



2

WORK PERFORMED
DURING OTHER THAN
NORMAL WORKING HOURS



3

NON PREPRICED WORK

*PLA AF's & WORK HOURS
AS DEFINED BY THE PLA

CURRENT SOLICITATIONS



- **Joint Scope Meeting**
 - Develop Detailed Scope of Work
- **Issue Request for Proposal**
- **Receive Price Proposal Package**
 - Price Proposal Summary
 - Detailed Price Proposal
 - Proposed Project Schedule
 - MWBE and SDVOB Utilization Plan
 - List of Proposed Subcontractor / Suppliers
 - Any Required Submittals, Insurances, NPP Backup, etc.
- **JOC Contractor's Price Proposal Package Reviewed and Approved**
- **Issue Lump Sum Job Order**

CURRENT SOLICITATIONS

- Payment and Performance Bonds
(**Submit Letter from Surety with your bid** re: Aggregate and per Project Bond Limits)
- Adjustment Factors are Good for the Life of the of the Contract
See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, D. & E.
- Construction Task Catalogs **updated annually and issued in August.**
See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, A.
- Liquidated Damages
On a Job order basis

CURRENT SOLICITATIONS

- Contractor is not Guaranteed to Receive any Minimum Amount of work or the Maximum Contract Value
- Contractor has a Continuing Financial Incentive to Provide
 - Responsive Services
 - Quality Work
 - Lower Cost
- Future Job Orders Tied to JOC Contractor Performance
 - No Obligation To Award Projects to JOC Contractors
 - Additional JOC Contracts May Be Bid and Awarded if DASNY is Not Satisfied With JOC Contractor Performance

CURRENT SOLICITATIONS

- Construction Task Catalog or CTC[®] is customized for DASNY
 - Updated annually and issued to contractors in August
 - DASNY Approved Products Specified
 - Uses Local Prevailing Wage Rates
 - Uses Local Material and Equipment Costs
- Filings and Permits
 - Many Projects Do Not Require Permits
 - JOC Contractor to Obtain Permits When Required
 - Fees Paid to Government for All Permits Reimbursed 100%

CURRENT SOLICITATIONS

- Differing Site Conditions
 - Treated as Additional Job Order(s)
- Retainage
 - 5% (Released at Completion of Each Individual Project / Job Order)
- No Substantial Completion (except for larger, more complex projects)
 - JOC Projects are generally 100% Complete or Incomplete
- One Payment for Projects Completed Within 45 Days or Costing \$50,000 or Less -
Monthly Progress Payments for other Job Orders

UNDERSTANDING THE CTC[®]

- Unit Prices are for Complete and In-Place Construction
- Unit Prices Include Direct costs of Labor, Material and Equipment. Do Not Add Labor.
- Unit Prices Include the Cost of Delivery to Project Site, Unloading, Storage and Handling. Delivery Height is up to 2 ½ Stories
- Unit Prices Include Testing, Calibration, Balancing Etc. for New Work
- Unit Prices Include all Fasteners, Bolts, Anchors, Adhesives Etc. For New Work
- Unit Prices Include an Allowance for Waste – e.g. carpet, drywall, VCT, ceiling tile, etc.

UNDERSTANDING THE CTC[®]

- Demo Price Includes Loading into Truck or Dumpster.
- If Item Demolished as Part of Different Task, It will Not Be Paid for Separately
- Contractor Paid for Installed Quantities Only, No Waste
- Assembly Prices take Precedence over Component Pricing
- 14' Working Height for All Work Except Masonry which is 4'
- Over those Heights, Contractor paid for Scaffolding, Scissor Lifts, etc.
- Dumpsters are a Separate Item

UNDERSTANDING THE CTC[®]

- Mobilization Task for Excavation Equipment, Paving Equipment, Cranes, etc.
- Minimum Set up Charges for Core Drilling, Saw Cutting, etc.
- Minimum Charge for Small Area Pavement Repairs
- Paid Separately for Removing Demolition Material and Waste Material From Site
- Modifiers for Small Quantities

FORMULA FOR CALCULATING THE PRICE PROPOSAL

UNIT PRICE	x	QUANTITY	x	ADJUSTMENT FACTOR	=	TOTAL FOR TASK
UNIT PRICE	x	QUANTITY	x	ADJUSTMENT FACTOR	=	TOTAL FOR TASK
UNIT PRICE	x	QUANTITY	x	ADJUSTMENT FACTOR	=	TOTAL FOR TASK

Total Job Order Amount

* Non Pre-Priced (NPP) Tasks are Calculated Separately

CALCULATING THE ADJUSTMENT FACTORS

1 Use Historical Project Data

- Select a Representative Completed Project
 - You Know Scope and Direct Costs
- Price Project from CTC®
- Add on Overhead and Profit
- Calculate the Adjustment Factors

2 Sampling Method

- Evaluate a Sampling of the Anticipated Items

3 Create a Representative Project


- Create a Scope of Work
- Get Sub Quotes or Estimate Cost
- Price Project from CTC®
- Add on Overhead and Profit
- Calculate the Adjustment Factors

CALCULATING THE ADJUSTMENT FACTORS

Work at Administrative Building and Shop

- Doors and Hardware
 - Replace 12 interior doors, hinges and hardware
 - Doors shall be 3x7, solid core wood doors, Grade 2 locksets with knobs
 - Replace 2 push bar exist devices and door closers on exit doors
- Interior Lighting
 - Replace all lay-in troffer fixtures on first and second floors. 48 in total
 - Replace 4 LED exit fixtures
 - Replace 12 industrial fixtures in shop area
- Plumbing Fixtures
 - Replace 8 bathroom sinks, 8 faucets, and 8 toilets in men's and women's bathroom in admin building and shop area
 - Replace 4 water fountains
- Replace Boiler
 - Demo existing boiler and as much piping and venting to accommodate new boiler. Install a new 1028 mbh oil-fired cast iron boiler. Weil-McLain Model 88. No access for packaged boiler. Must field assemble sections. Provide new piping as required.

CALCULATING THE ADJUSTMENT FACTORS

<div>  Apps Tools ezIQc® Videos About Feedback Help </div> <div> Show All Companies <input checked="" type="checkbox"/> </div> <div> Current Company: New York State Dormitory Authority </div> <div> Welcome Rene Pedrosa </div>											
<div> Show 100 Line Items Per Page </div> <div> Refresh View Layout Custom </div> <div> First Previous 1 2 Next Last </div>											
		Type	CSI Number	Description	UOM	Install Qty.	Demo Qty.	Factor	Review Note	User Note	Category 1
+		✗	📘	04 21 13 00-0012	Common Brick As 4" Wall Face Brick (6.4/SF)	SF	0	0	0.9901		Allowance
+		✗	📘	04 21 13 00-0012(0026)	For Colored Mortar, Add	MOD	70	0	0.9901		Allowance
+		✗	📘	03 01 30 71-0005	Patch Decks Or Floors, Rapid Set Concrete Repair Material	CF	0	0	0.9901	Detail CON 01 - 80 SF x 1.5" = 10 CF, detail FL 01 - 200 SF x 2" = 34CF, Total - 44CF	Allowance
+		✗	📘	02 89 00 00-0013	Clean Asbestos Surface >1000 SF	SF	500	0	0.9901		Asbest
+		✗	📘	02 82 00 00-0094	110 To 1000 SF Built-up Tar And Felt Roofing, > 2" Average Thickness	SF	2590	0	0.9901		Asbest
+		✗	📘	02 89 00 00-0020	Portable Waste Decontamination Unit	EA	1	0	0.9901		Asbest
+		✗	📘	02 89 00 00-0012	Clean Asbestos Surface 501 To 1000 SF	SF	900	0	0.9901		Asbest
+		✗	📘	02 41 19 13-0206	4" Thick Brick Wall Cutouts, > 4 SF Opening	SF	154	0	0.9901		Asbest
+		✗	📘	02 89 00 00-0016	Cover Walls, Each Layer, 6 Mil Plastic Barrier	SF	8000	0	0.9901		Asbest
+		✗	📘	02 81 00 00-0010	Hauling Per Mile Using A Container, Tractor Trailer Or Panel Van	MI	160	0	0.9901		Asbest
+		✗	📘	02 89 00 00-0010	Clean Asbestos Surface <=100 SF	SF	320	0	0.9901		Asbest
+		✗	📘	02 90 50 00-0239	Decon Chamber	EA	3	0	0.9901		Asbest
+		✗	📘	02 82 00 00-0086	< 125 SF Built-up Tar And Felt Roofing, Up To 2" Average Thickness	EA	35	0	0.9901		Asbest
+		✗	📘	02 89 00 00-0019	Portable Personnel Decontamination Wash Facility (3 Stage)	EA	1	0	0.9901		Asbest

CALCULATING THE ADJUSTMENT FACTORS

- Direct Cost of Work from CTC
 - Doors and Hardware \$ 11,387.04
 - Lighting \$ 19,725.20
 - Plumbing \$ 22,935.76
 - Replace Boiler \$ 57,844.89
- TOTAL = \$111,892.89

- Direct Cost of Work from Quotes or Estimates
 - Doors and Hardware \$11,615.00
 - Lighting \$ 19,093.00
 - Plumbing \$ 22,524.00
 - Replace Boiler \$ 56,738.00
- TOTAL = \$109,970.00



Job Order Contract
Contractor's Price Proposal Summary- Category

Job Order Number:	Prebid Estimate
Title:	Prebid Estimate
Contractor:	Massa Construction, Inc.
Proposal Value:	\$111,892.89
Proposal Name:	Prebid Estimate
To: Project Manager	From: Contractor Project Manager
Doors and Hardware:	\$11,387.04
Lighting:	\$19,725.20
Plumbing:	\$22,935.76
Replace Boiler:	\$57,844.89
Work Order Proposal Total	\$111,892.89

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.



Job Order Contract
Contractor's Price Proposal Detail- Category

Job Order Number:	Prebid Estimate			
Title:	Prebid Estimate			
Contractor:	Massa Construction, Inc.			
Proposal Value:	\$111,892.89			
Proposal Name:	Prebid Estimate			
CSI Number	Mod.	UOM	Description	Line Total
Doors and Hardware				
1	01 74 19 00-0011	EA	6 CY Dumpster (1 Ton) *Construction Debris*Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$404.98
		Quantity	Unit Price	Total
		1.00	\$404.98	\$404.98
		Installation	Factor	
		1.0000	=	
2	08 14 16 00-0037	EA	3' x 7' x 1-3/8" Solid Core, Birch Faced Door	\$3,920.52
		Quantity	Unit Price	Total
		12.00	\$325.00	\$3,900.00
		Installation	Factor	
		12.00	=	
		Demolition	Factor	
		12.00	=	
3	08 71 23 00-0004	PR	3-1/2" x 3-1/2" Standard Duty, Full Mortise, Plain Bearing, Brass/Bronze, Satin Chrome Finish Hinge	\$1,298.34
		Quantity	Unit Price	Total
		16.00	\$72.13	\$1,298.34
		Installation	Factor	
		1.0000	=	
4	08 71 23 00-2086	EA	3' Push Bar Exit Device, Rim TypeAnodized finish: aluminum or dark brown. Von Duprin Series 22.	\$1,555.80
		Quantity	Unit Price	Total
		2.00	\$777.90	\$1,555.80
		Installation	Factor	
		2.00	=	
		Demolition	Factor	
		2.00	=	
5	08 71 23 00-2219	EA	Surface Mounted Heavy Duty Door Closer (LCN 4040XP/4041 Series)	\$921.08
		Quantity	Unit Price	Total
		2.00	\$460.54	\$921.08
		Installation	Factor	
		2.00	=	
		Demolition	Factor	
		2.00	=	
6	08 71 23 00-2219	0183	EA For Hold Open Arm, Add	\$27.60
		Quantity	Unit Price	Total
		2.00	\$13.80	\$27.60
		Installation	Factor	
		1.0000	=	
7	08 71 23 00-2254	EA	Entrance/Office F82 Bored Lockset,locked with key outside and push button inside.	\$3,354.72
		Quantity	Unit Price	Total
		12.00	\$279.56	\$3,354.72
		Installation	Factor	
		1.0000	=	
8	08 71 23 00-2254	0198	EA For Grade 2, Deduct	-\$96.00
		Quantity	Unit Price	Total
		12.00	-\$8.00	-\$96.00
		Installation	Factor	
		1.0000	=	
Subtotal for Doors and Hardware:				\$11,387.04
Lighting				
9	26 51 13 00-0060	EA	4 TS Lamps, 2' x 4'; Prismatic Lensed, Lay-In/Troffer Fluorescent Fixture	\$15,283.68
		Quantity	Unit Price	Total
		48.00	\$318.41	\$15,283.68
		Installation	Factor	
		1.0000	=	
		Demolition	Factor	
		48.00	=	

CALCULATING THE ADJUSTMENT FACTORS

Overhead Costs

Job Order Development

- Joint Scope Meetings
- Reviewing Detailed Scopes of Work
- Building Price Proposal Packages
- Site Supervision and Management
- Safety
- Insurance
- Vehicles
- Home Office Support
- Communications

Putting It All Together

• Cost of Work Quotes or Estimates =	\$ 109,970.00
• Overhead @ 10% =	<u>\$ 10,997.00</u>
• Subtotal =	<u>\$ 120,967.00</u>
• Profit @ 5% =	<u>\$ 6,048.35</u>
• Total =	\$ 127,015.35

• Price Proposal from CTC®	\$ 111,892.89
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• $\$127,015.35 / \$111,892.89 = \text{Adjustment Factor}$

• ***Adjustment Factor = 1.1351***

BID CONSIDERATIONS

High Quality of Work is Required

- All Work Must Meet or Exceed DASNY Standards
- Pay Higher Prices For:
 - Better Quality
 - Timely Completion
- Cost of Supervising In-House Force, Subcontractors and Inspecting Work Before Completion
- Prepare and Complete Your Own Punch list



BID CONSIDERATIONS

- Minimum/Maximum Value
- Number of Option Periods
- JOC Contractor Performance
 - Responsive Price Proposals
 - **Get to the Job Order Stage Quickly**
 - Demonstrated Performance
 - High Quality, Timely Completion
 - Cost Saving Price Proposals
- Adjustment Factors are Good for the Life of the Contract
 - **See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, D. & E.**
- What About Changes in Prices?
 - Labor
 - Equipment
 - Materials
- Construction Task Catalogs are Updated Annually
 - **See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, A.**

BID CONSIDERATIONS

- Low Adjustment Factors

- May Lead to Disputes in Price Proposal Review
 - *Unsupportable Tasks*
 - *Exaggerated Quantities*
- May Lead to Delays in Job Order Development
 - *Takes Longer to Review Price Proposals*



- Creates an Adversarial Relationship

- Reduced Volume of Work
- No Option Periods
- Lost Profitability



- No Change Orders to Improve the Margin

- See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, A. & F.

MWBE and SDVOB Participation



MWBE and SDVOB Participation

MWBE / EEO/ SDVOB Requirements

- DASNY's Opportunity Programs Group (OPG) is responsible for ensuring DASNY's compliance with all relevant sections of the Public Authorities Law, Set-Aside Legislation, and Article 15-A and Article 17-B of the Executive Law
- Article 15-A of the NYS Executive Law , requires participation by minority group members and women with respect to state contracts. This requirement includes opportunities for minority- and women-owned business enterprises (MWBEs) and equal employment opportunities for minority group members and women (EEO)
- Article 17-B of the NYS Executive Law, The Service-Disabled Veteran-Owned Business Act, signed into law by Governor Andrew M. Cuomo on May 12, 2014, provides for more meaningful participation in public procurement by Service-Disabled Veteran-Owned Businesses (SDVOBs)

MWBE and SDVOB Participation

JOC MWBE / SDVOB Compliance Guidelines

- MWBE and SDVOB compliance is evaluated over the term of a JOC contract
- Contractors are encouraged to include participation on each Job Order Issued
- Contractors must maintain a record of their good faith outreach efforts for each job order issued
- Contractors are encouraged to identify and periodically update a team of MWBE and SDVOB subs and suppliers
- Contractors may request assistance from DASNY for referrals of MWBE and SDVOB firms
- Contractors may subcontract all or substantially all of work required in a Job Order to a qualified MWBE or SDVOB firm to increase participation

MWBE and SDVOB Participation

JOC Goal Requirements - Downstate

Description	Region(s)	CR #	MBE Goal % of Total Contract	WBE Goal % of Total Contract	EEO Goal % of Total Workforce	SDVOB Goal % Total of the Contract
Asbestos Abatement	1 & 3	492	18 %	12 %	45%	6 %
General Construction	1	493	18 %	12 %	45%	6 %
Mechanical	1	494	18 %	12 %	45%	6 %
General Construction	3	495	18 %	12 %	25%	6 %
Plumbing	3	496	18 %	12 %	25%	6 %

MWBE and SDVOB Participation

JOC Goal Requirements - Upstate

Description	Region(s)	CR #	MBE Goal % of Total Contract	WBE Goal % of Total Contract	EEO Goal % of Total Workforce	SDVOB Goal % Total of the Contract
General Construction	4	497	18 %	12 %	25%	6 %
Plumbing	4	498	18 %	12 %	25%	6 %
Asbestos Abatement	4 & 5	499	18 %	12 %	45%	6 %
Asbestos Abatement	6, 7, & 8	500	18 %	12 %	8%	6 %
Asbestos Abatement	9 *	501	18 %	12 %	8%	6 %
Asbestos Abatement	10 *	502	18 %	12 %	14%	6 %

MWBE and SDVOB Participation

Compliance Requirements

The JOC Contractor shall submit the following, as referenced in the Contract Documents, within the specified timeframes:

(Refer to the **General Conditions Article 20 – Opportunity Programs, section 20.03** for submittal requirements)

- Utilization Plan Submitted via Statewide Utilization Management Plan(SUMP)
- Utilization Plan Cover Sheet (after the Utilization Plan is approved)
- Standard Equal Employment Opportunity Policy Statement
- Permanent Employee Distribution
- Scope Verification Form
- Monthly Workforce Utilization Report

MWBE and SDVOB Participation

MWBE & SDVOB Payment Reporting

Effective January 1, 2014, prime contractors holding a DASNY contract are required to use the NYS Contract System to report all subcontractor and supplier payments for contract payments received from DASNY. Go to: <https://ny.newnycontracts.com/>



The screenshot displays the homepage of the New York State Contract System. At the top, there is a header with the New York State seal, the text "NEW YORK STATE Contract System", and a logo that says "The New York State Works for Business". Below the header is a row of six small images: a construction crane, a building, a group of people, a document, a group of people, and a construction site. The main content area is divided into three columns. The left column contains a sidebar with links under the headings "Governor's M/WBE Program", "Empire State Development", "Businesses", and "Find NYS Contracting Opportunities". The middle column features a "Welcome to the New York State Contract System!" message, a brief description of the system's purpose, and a "System Access Login" form with fields for "Username:" and "Password:" and a "Login" button. The right column contains links for "Search for Certified Firms" and "NYSCS Links".

NEW YORK STATE Contract System

The New York State Works for Business

Governor's M/WBE Program

- Press Release
- Executive Order
- 2011 State of the State MWBE Clip
- 2012 State of the State MWBE Clip

Empire State Development

- Who We Are
- MWBE Division

Businesses

Want to Certify?

- Learn About Certification
- Apply for Certification
- Recertify
- Update Profile

Find NYS Contracting Opportunities

- Bid & Grant Opportunities

Welcome to the New York State Contract System!

New York State Works for MWBEs

New York is working harder than ever to make this state the place to do business.

This website is the gateway to attract and grow minority-owned and women-owned businesses.

The system makes the state certification process more user friendly and enables businesses to easily interact with the state agencies and authorities who are responsible for implementing the Minority- and Women-Owned Business Enterprises (MWBE) program.

System Access Login

Username:

Password:

Login

Search for Certified Firms

- MWBE Directory

NYSCS Links

- Home/Login
- Contact Us & Support
- Password Reminder
- Account Lookup
- Outreach & Program Notices
- FAQs

MWBE and SDVOB Participation

- A copy of the **executed subcontract agreement, purchase order, or letter of intent** for each MWBE & SDVOB firm included in the approved Plan is required.
- Submit documentation to:
Sabrina Stanback-Weeks
OPG Analyst (**Downstate**)
One Penn Plaza, 52nd Floor
New York, NY 10119
sstanbac@dasny.org
- Submit documentation to:
Wendy Lossi
OPG Analyst (**Upstate**)
515 Broadway
Albany, NY 12207
wlossi@dasny.org

SUBCONTRACT AGREEMENT
(For Use By General Contractor)

THIS AGREEMENT, made at _____, this _____ day of _____, 20____, by and between _____, a Company existing under the laws of the State of _____, hereinafter called the Contractor, and _____, a Company of _____, hereinafter called Subcontractor, agree as set out below.

A. SCOPE OF SUBCONTRACT

1. **INCORPORATION BY REFERENCE:** Contractor has entered into a contract for construction dated _____, 20____, with the County of _____, ("Owner"), for the _____ located at _____, which contract is hereinafter referred to as the Principal Contract and which provides for the furnishing of labor, materials, equipment, and services in connection with the construction of the project. A copy of the Principal contract, consisting of the agreement between Owner and Contractor and all documents forming part of the contract (collectively, the Principal Contract documents), including without limitation the invitation to bid, pre-contract bulletins, general inspection conditions, drawings, plans, specifications, and all addenda thereto are incorporated by reference herein and have been made available to Subcontractor for such review as it deems fit. Subcontractor shall be furnished copies of the documents upon request, but Contractor may charge the Subcontractor for the costs of reproduction.

2. **COSTS AND EXPENSES TO BE PAID:** The Subcontractor shall pay for all costs and expenses including, but not limited to, labor, materials, equipment, machinery, fuel, oil, tools, management, and instrumentalities used in connection with the performance of this Subcontract, when and as costs and expenses become due, and to furnish satisfactory evidence to the Contractor, when and if required, that he has paid all costs connected with the performance of the Subcontract.

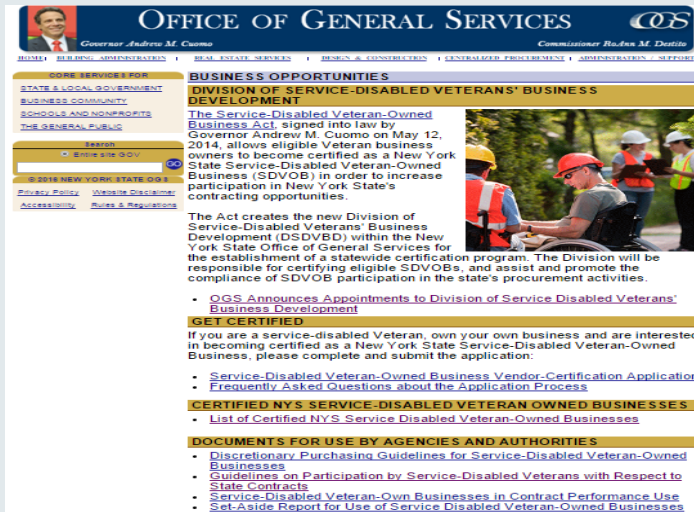
3. **MUTUAL RIGHTS AND RESPONSIBILITIES:** The Subcontractor is bound to the Contractor by the terms and conditions of all documents forming part of the Principal Contract, and to assume toward the Contractor all the obligations and liabilities that the Contractor assumes in and by the Principal Contract. The terms of the Principal Contract shall be applicable to this particular Subcontract, unless any terms are substantiated or added by this agreement, in which event the terms of this Agreement shall govern together with the conditions of the Principal Contract, and should there be any inconsistency between the terms herein and the terms of the Principal Contract, the terms of this Agreement shall govern together with the terms of the Principal Contract which have not been altered or changed. In the event of any changes or

Sample

MWBE and SDVOB Participation

Finding NYS Certified SDVOBs

Explore the online Directory of NYS
Certified SDVOB firms at:
www.ogs.ny.gov/Core/SDVOBA.asp



Finding NYS Certified MWBEs

Explore the online Directory of NYS
Certified MWBE firms at:
<https://ny.newnycontracts.com>



MWBE and SDVOB Participation

What if my firm does not meet the goals by the end of the contract term?

- Firm may submit a waiver request to DASNY OPG Upstate or Downstate Analyst
- Waiver requests must provide a justification of any participation shortfall
- Waiver requests must be supported by copies of good faith outreach efforts for all job orders issued
- Refer to General Conditions Article 20 – Section 20.04 for Good Faith Efforts submittal requirements
- DASNY OPG Analyst will review waiver request and coordinate with DASNY OPG Management concerning approval or denial
- Failure to satisfy goals will result in a finding of non-compliance, the imposition of liquidated damages and potential exclusion from future DASNY contracts

DASNY Contacts

Opportunity Programs Group

Michael M. Clay, Senior Director

Thomas Christian, Assistant Director – Upstate

Leticia Negron, Assistant Director - Downstate

Job Order Contracting Program

Matthew Moore, Director

Wayne A. Benjamin, Chief

Christopher Enzien, Senior Project Manager

REVIEW of KEY POINTS

- Understand How to Price Projects From CTC®
- Know the Value of CTC®
- Evaluate Risk of an Unrealistically Low Bid
- JOC is a Long Term Relationship
- Volume Driven by the JOC Contractor
 - Put the Right Staff in Place
 - Good Price Proposals
 - High Quality Construction
 - Timely Completion
 - Meeting DASNY's Expectations
 - Solve Problems, Do Not Create Them

REVIEW of KEY POINTS

HOW TO OBTAIN CONTRACT DOCUMENTS

- Available at **no cost** to bidders following Pre-Bid Conferences:
- Regional Documents Contain:
 - Bid Forms for Region 1 & 3
 - Bid Forms for Region 1
 - Bid Forms for Region 3
 - Bid Forms for Region 4
 - Bid Forms for Region 4 & 5
 - Bid Forms for Region 6, 7 & 8
 - Bid Forms for Region 9 and 10
- Please see DASNY website for Documents at:
 - <https://www.dasny.org/opportunities>

Attachments		
Documents		
	Job Order Contracting Regions 1-2 Volume I	12.09 MB
	Job Order Contracting Regions 1-2 Volume II	6.77 MB
	Job Order Contracting Regions 1-2 Volume III	956.09 KB
	Prevailing Wage Rates - Statewide Job Order Contracting	6.21 MB
	DASNY Technical Specifications	26.75 MB
	DASNY Downstate Construction Task Catalog	18.14 MB
	DASNY Upstate Construction Task Catalog	18.12 MB

REVIEW of KEY POINTS

QUESTIONS REGARDING BID DOCUMENTS

- After today's Pre-Bid Meeting **all questions must be submitted in writing** to an Authorized Contact:
 - Chris Enzien, Sr. Project Manager cenzien@dasny.org
 - Construction Contracts at ccontracts@dasny.org
- Bid Results:
 - Bid results can be viewed at the DASNY website: <http://www.dasny.org>, **48 hours after the Bid Opening**



QUESTIONS & ANSWER SESSION