

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

Attachment A: Bid Breakdown & Schedule

Bidder: _____

DASNY Contact:

Deanne Baughman, Procurement Administrator
dbaughman@dasny.org

**Request for Information (RFI's)
and Site Visit Information:**

RFI's due June 17th, 2025. Submit in writing via email to dbaughman@dasy.org. Responses will be posted to DASNY's website via addenda no later than June 19th, 2025. It is the responsibility of the Bidder to obtain Addenda. A site Visit has been scheduled for June 12th at 10am.

Services/Product Required By:

Modular delivered on site by December 1, 2025.
Modular will need to be in operation on March 2, 2026.

Description:

Furnish, Deliver, and Install Modular Temporary Commercial Kitchen.

Bid Open Location:

DASNY, Corporate Headquarters
515 Broadway
Albany, NY 12207

Bid Open Date and Time:

July 1st, 2025 @ 2:30PM EST

Item No.	Description	UOM	Extended Price
1	24 Month Lease – Temporary Kitchen Facility 24 Months @ _____ per month	LS	\$
2	Delivery	LS	\$
3	Installation and Set up	LS	\$
4	24 Months Maintenance 24 Months @ _____ per month	LS	\$
5	Cleaning at lease end	LS	\$
6	Dismantle and return at lease end	LS	\$
7	Payment and Performance Bonds	LS	\$
8	FDNY & NYCDOB Permitting	LS	\$

INSTALLATION LABOR (if required)

Estimated No. of Hours _____

Hourly Rate (Prevailing Wage rates are required for this work) _____

TOTAL BID _____

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(The below questions 1) and 2) need only be answered if the above total bid is for one million dollars or more)

1. Does your firm anticipate the use of subcontractors and outside suppliers specific to this procurement
Yes ☐ No ☐
2. Does your firm anticipate the creation of employment opportunities arising from this procurement?
Yes ☐ No ☐

(The below information must be completed for all bids.)

Identify all subcontractors, if any: _____

STATE, PROVINCE FOR FOREIGN COUNTRY
THAT YOUR FIRM'S PRINCIPAL PLACE OF
BUSINESS IS LOCATED:

BIDDER (FIRM NAME)

ADDRESS OF FACTORY OR PLANT WHERE
ITEMS ARE MANUFACTURED AND/OR
ASSEMBLED. *(Attach additional sheet(s) if more
than one manufacturer)*

SIGNATURE

NAME (TYPE/PRINTED)

TITLE

Date

Email address

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Attachment B: Detailed Specifications

Temporary modular foodservice facility solution (Dimensions: 36' x 56') consisting of a cook unit (Dimensions: 12' x 56'), a preparation unit (Dimensions: 12' x 56') and a wash unit (Dimensions: 12' x 56' w/ 86' Rack Conveyor) in addition to three storage units (Dimensions: 8' x 20'). The overall dimensions are approximately 36' x 76'. The foodservice facility shall be equipped with the following:

- 72" Dual Entry Door – 4 total
- 36" Air Curtain – 4 total
- 4-Tier Chrome Wire Shelving 24" x 48" (Customer Supplied)
- Clean Dish Table
- Dishwashing Machine
- Stainless Steel Pantleg Duct
- Trench Drain
- Soiled Dish Table
- Floor Sink
- Electrical Panel – 3 total
- HVAC Unit
- DOAZ Mechanical System
- Tankless Water Heater – 4 total
- Mop Sink
- 36" Interior Door – 2 total
- Wall-Mounted Hand Sink w/ Eye Wash Station
- 3-Compartment Sink
- Stainless Steel Worktable with Undershelf – 30"x72" – 7 total
- 2-Compartment Sink
- Reach in freezer – 2 total
- Reach in refrigerator – 4 total
- Fire Extinguisher – "ABC" Type
- Fire Extinguisher – "K" type
- Fire Suppression System – 2 total
- 40 Gallon Tilt Skillet
- 40 Gallon Kettle
- Dual stack Convection Steamer
- Fryer
- Fry Dump
- Worktop Freezer
- 36" Countertop Griddle
- 36" 6-Burner Countertop Range
- Stainless Steel Canopy Hood – Type 1
- Dual Stack Convection Oven
- 8' x 20' Walk-In Freezer (Note: All Walk-In Shelving is Customer Supplied)
- 8' x 20' Walk-In Cooler (Note: All Walk-In Shelving is Customer Supplied)
- 8' x 20' Walk-In Dry Storage (Note: All Walk-In Shelving is Customer Supplied)
- Ice Maker w/ Bin
- 36" Refrigerated Chef's Base
- Heated Holding Cabinet – 2 total
- Hose Reel & Sprayer

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4-Tier Epoxy Coated Shelving 24" x 48" – 24 total (Customer Supplied)

Light for entry doors – 4 total

Drying rack (Customer Supplied)

Specification sheets including make, model, dimensions for all equipment items listed above are required in Bid Submission. Any deviations should be noted. Bidder is required to include a floor plan with equipment locations for each equipment item listed above.

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Attachment C: Scope of Work and Site Logistics

Scope of Work

Bidder shall furnish, deliver and install a temporary modular foodservice facility solution to CUNY College of Staten Island to ensure continuity of foodservice operations during construction activities. The food service facility solution should be a relocatable modular unit to support all food service operations and meet the requirements included in the Detailed Specifications. The lease term of the temporary foodservice facility will be 24 months or until construction activities are complete.

Bidder is required to coordinate with point of contact provided on the purchase order to deliver units that are factory prepared, set up, block and level all units, seal mate utility lines on all units, anchor, strap and tie down all units and skirting of all units, and provide on-site tuning and training on equipment. Bidder shall provide installation of roof top equipment during set up. At the end of the lease term, Bidder is required to clean all units and equipment, dismantle and remove and return all components of the temporary foodservice facility.

Bidder is required to provide the following with Bid Submission:

- Provide dimensions of all proposed modular units
- Layout/Floor plan detailing equipment locations
- Provide detailed specification information on all equipment included in the temporary food service facility
- Provide utility capacity requirements, drawings and specifications that show all utility connection locations and capacities
- Provide infrastructure loads, structure and MEP/SP loads and typical installation details/requirements
- Provide information on regular maintenance package for the lease term
- Provide typical exterior wall fire rating for NYC DOB code compliance

Awarded Bidder must provide the following:

- Provide shop drawings upon Bid Award for approval by others. Upon approval all components may be placed into production or ordered.
- Provide stamped drawings and file with NYCDOB.
- Provide sprinkler Plan for the facility and provide the sprinklers as required by NYCDOB.
- Assist with documentation required for the NYC Department of Health
- Provide water test kit
- Bidders must file with NYC DOB and secure approval for their modular kitchen or confirm that they will submit and receive OTCR approval before delivery.
- Provide proof that all equipment installation work meets the requirements of NYCDOB for electric and plumbing work, and FDNY for fire suppression and fire alarm work.
- Air balance test
- Provide training on all kitchen equipment to College end users after delivery and set up.
- Provide all facility user manuals to end user
- Maintenance package for the duration of the lease.
- Provide deck, stairs and/or ramps in conformance with the code.
- Connect each utility to the modular unit
- Provide start-up and operationally check equipment

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Awarded Bidder is not responsible for the following:

- A surface for placement of units
- Extending utilities to serve the project site.
- Water testing and provide results
- Exterior Lighting not listed above
- Site work including landscaping, paving, drainage, fencing, etc.

Site Logistics

Awarded Bidder shall show required road access for delivering the modular facility units, location where modular units will be installed on site and any required staging areas on a site plan. Fresh water (softened), gray waste water with grease trap, electricity and propane/natural gas will be provided and accessible to the placement site. All Bidders are requested to attend a pre-bid site visit and Awarded Bidder will be required to field verify.

Project Address: 2800 Victory Blvd., Staten Island, NY 10314