



# Memo

To: Responsible and qualified Contractors to perform plumbing services in Bronx and New York Counties

From: Rebecca Whitaker, CMS1

Date: June 26, 2020

Re: Clarifications/revisions of Metro NY DDSOO Plumbing Services IFB

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During the evaluation and selection phase of the Metro NY Plumbing Services procurement (IFB MET 010820), it was determined that further clarification of the Scope of Work was necessary. No contracts were awarded as a result of that Invitation For Bid. A new IFB (IFB MET 040220) was released to procure plumbing services for multiple sites in Bronx and New York Counties. Due to the COVID-19 pandemic, IFB MET 040220 was cancelled before the scheduled Bid Opening date. A third Metro Plumbing IFB (IFB MET 082020) is being released today. This memo serves to detail the changes that were made to the original plumbing IFB.

## **OVERVIEW OF CHANGES:**

- Section 13 – B: language was changed from “bidder” to “bidder or its principals”
- Section 17 – Evaluation Criteria: Method of Award was further clarified
- Section 18 – Awarded Contractor Call Procedure: Contractor language was changed, but procedure remains the same
- The Scope of Work Description Section was amended to expand upon scheduled and emergency service hour expectations
- Scope of Work Item 5 under Scope of Work was changed from “repair service report” to “service report”
- Scope of Work Item 2 under General Requirements was added: “Any non-emergency service or repair is to be done during normal working hours unless approved by Plant Superintendent.”
- Scope of Work Item 1 under Service Call was edited to list the Recognized Holidays
- Scope of Work Item 2 under Service Call was amended to include the following line: “OPWDD reserves the right to deem a situation an emergency based on the potential impact to the health and safety of the individuals in our care.”
- Cost Proposal pages: clarification of Part A and Part B

**Note: If you bid on either previous Metro NY DDSOO plumbing procurement, you must submit a new signed and sealed bid on the updated Cost Proposal pages in bid packet IFB MET 082020 if you wish to bid again. You will also need to resubmit updated Mandatory Supporting Documents.**