



NEW YORK CITY DEPARTMENT OF CORRECTION
 Joseph Ponte, Commissioner
 Susana Chávez Hersh, DACCO
 Central Office of Procurement

Bulova Corporate Center
 75-20 Astoria Boulevard, Suite 160
 East Elmhurst, NY 11370
 Office: 718 546-0768

May 21, 2015

ADDENDUM # 3

Re: PIN 072201526NSD for On-Call Cleaning, Repair and Preventative Maintenance of Kitchen Exhaust and Water Wash Systems, Hoods, Ductwork and all other Related Equipment and Systems

Dear Prospective Bidders:

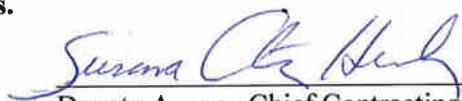
Pursuant to Section 3-02 (i) and 3-03 (f)(2) of the Procurement Policy Board (PPB) Rules, the Department of Correction (DOC) is issuing **Addendum #3** to **072201526NSD- On-Call Cleaning, Repair and Preventative Maintenance of Kitchen Exhaust and Water Wash Systems, Hoods, Ductwork and all other Related Equipment and Systems.**

BID DUE DATE

The bid due date has been extended to **Thursday May 28, 2015 @ 11:00am**. Please provide all bid packages to the NYC Department of Correction, 75-20 Astoria Blvd, Suite 160, East Elmhurst, New York 11370-Attention: Pratibha Prabhu.

The BID SHEETS have been revised and are attached to this Addendum. Please submit revised pages B-6 and B-7 along with the rest of the required pages in Part B.

Also, please submit this addendum with your Bids.


 Deputy Agency Chief Contracting Officer

I acknowledge receipt of this addendum.

Bidder/Company Name (Print)

Authorized Representative (Print Name)

Authorized Representative (Signature) **Date**

BID SHEETS
PIN # 072201416NSD

PART I: BID FOR LABOR

The Department does not guarantee a minimum or maximum quantity of services or deliverables under this agreement. The quantities stated herein are for bid comparison purposes only.

Please indicate the hourly rate for each of the trades listed below. This hourly rate shall include the actual cost for labor, overhead, profit insurance, and all other costs with the exception of parts.

Trade	Hourly Rate (A)	Estimated Hours (B)	TOTAL (C)
1. Mechanic	\$ _____	1100	\$ _____ (C1)
2. Weekend and non-holiday premium hours for Mechanic	\$ _____	40	\$ _____ (C2)
3. Holiday premium hours for Mechanic	\$ _____	20	\$ _____ (C3)
4. Helper	\$ _____	6000	\$ _____ (C4)
5. Weekend and non-holiday premium hours for Helper	\$ _____	40	\$ _____ (C5)
6. Holiday premium hours for Helper	\$ _____	20	\$ _____ (C6)
D. TOTAL for Labor (Items C1 through C6)			_____

PART II. BID FOR PARTS

For the sole purpose of identifying a low bidder, the Department has made an estimate and assigned a dollar value to the cumulative value of parts anticipated to be needed at all Department facilities. The results of such will be reflected in the discount percentage bid amount and in your extended mathematical calculations.

A. Parts and materials for which there are manufacturer's price lists shall be discounted off manufacturer's list price and such list prices shall be provided with invoices.

The Contractor shall include in his bid, provisions for manufacturer's parts and materials in the amount of \$5,000 discounted by a percentage factor. The percentage discount shall be included below as part of this Part II of the Bid Sheet. Markups are not allowed; therefore, a cost factor greater than 1.0 may result in a non-responsive determination and shall be considered grounds for rejection of the bid.

Sample calculation: If a 10% discount is offered, multiply .10 (F) x \$5,000.00 (E), which equals \$500.00 (G). Subtract \$500.00 (G) from \$5,000.00 (E) for a parts total bid of \$4,500.00 (H).

<p>II. A Assigned parts value estimate (for bidding purpose only) is: (E) \$5,000</p> <p>Discount Percentage (F) _____% x (E) \$5,000 = Discount Value (G) \$ _____</p> <p>Bid Price For II.A (E) - (G) = (H) \$ _____</p>
--

B. Parts and materials not found on any manufacturer's price list shall be the reasonable costs of the parts plus a contractor's mark-up of the total cost of the parts paid by the contractor.

The Contractor shall include in his bid, provisions for parts and materials not found on any manufacturer's price list in the amount of \$5,000 (I) plus a markup.

<p>II.B Assigned parts value estimate (for bidding purpose only) is: (I) \$5,000</p> <p>Markup Percentage (J) _____% x (I) \$5,000 = Markup Value (K) \$ _____</p> <p>Bid Price For II.B (I)+(K) = (L) \$ _____</p>

PART III. GRAND TOTAL (LABOR & PARTS): Add the total bid price for labor and the total bid for parts from the above work sheet formulas.

Total bid price for Labor (D)	+ Total bid price for II.A (H)	+ Total bid price for II.B (L)	= Grand Total Bid Price
\$ _____ +	\$ _____ +	\$ _____ =	\$ _____

Grand Total/Bid Total in words

_____ DOLLARS.

Note: the Department reserves the right to make corrections to mathematical errors.