



Notice of Solicitation
Request for Proposal (RFP)
PIN 072201410CPD, 07214P001

The New York City Department of Correction (DOC) is seeking professional engineering consulting firms to provide a full range of architectural design services for all phases of design work; and services during construction for various Department of Correction facilities located on Rikers Island and NYC boroughs.

PERIOD OF PERFORMANCE: The term of the contract awarded from this RFP shall be three (3) years from the Order to Work notification.

- **Pre-Proposal Conference Date/Time & Location: Thursday, November 20, 2014 at 10:00AM.**
NYC Department of Correction Headquarters, Bulova Corporate Center, 75-20 Astoria Boulevard, Suite 160, Conference Room 1A, East Elmhurst, NY 11370.

OPTIONAL BUT HIGHLY RECOMMENDED BY DOC

(Proposers should further limit their representatives to no more than two (2) per organization).

- **Site Visit on Rikers Island: Immediately following Pre-Proposal Conference, if requested.**
- **Bid Due Date: Thursday, December 11, 2014 at 3:00PM**

The complete electronic version of the RFP is also available at the New York City Department of Correction website at <http://www.nyc.gov/html/doc/html/contracting/contracting.shtml> **at no cost.**

Important Note: Please check the website periodically for all new addenda.

If you need a physical hard copy of the RFP then please contact Lilliana Cano at the phone number or Email address shown below. The cost of the hard copy is \$25.00 check or money order (non refundable)
Payable to: Commissioner of Finance.

The submission of the proposal must be **HAND DELIVERED** by the proposer or its agent or be delivered by a commercial courier service. E-mailed or faxed proposals will not be accepted by the Agency.

“For ADMISSION onto Rikers Island, interested proposers must execute a “Security Clearance Form”, which is furnished with the RFP. Photo IDs will be required of all parties who wish to attend the Pre-Bid Conference. The Security Clearance Forms MUST BE RECEIVED no later than Tuesday, November 18th by 1:00PM. Please submit the Security Clearance Form (Sections 3 and 4 ONLY) at the email address shown below and be certain to indicate the PIN.

Contact Lilliana Alvarez-Cano, Procurement Analyst at (718) 546-0686 or email to: Lilliana.Cano@doc.nyc.gov or, docacco@doc.nyc.gov for questions pertaining to this solicitation.

Access: <http://NYC.gov/cityrecord> for other available procurements citywide.