

# THE TRUST FOR GOVERNORS ISLAND

## REQUEST FOR PROPOSALS AND BIDS BATTERY MARITIME BUILDING LIGHTING REPLACEMENT

### ADDENDUM #2

August 18, 2025

**To:** RFP Respondents

**From:** Hillary Zhao, Director, Design + Construction

**Subject:** Responses to Questions Received

**Intent:** This Addendum is a part of the RFP Documents. Acknowledge receipt of this Addendum by initialing in the space provided below and returning a copy with the submitted proposal. Failure to do so may disqualify the submission.

**Due Date:** The due date has not changed. The due date is August 25, 2025, at 3:00pm.

**Documents:**

1. Responses to Questions Received
2. Updated Exhibit A – Checklist & Declaration of Understanding
3. Updated Exhibit H – Bid Summary Sheet and Bid Forms
4. Pre-Bid Walkthrough Sign-In Sheet

---

Initial \_\_\_\_\_ Date \_\_\_\_\_

## RESPONSES TO QUESTIONS RECEIVED

**1. Is full-time supervision required on this project?**

Yes.

**2. Can a working foreman also be supervisor on this job?**

Yes.

**3. Is a construction supervisor required to be on site full time, or can they supervise multiple projects at once?**

A construction supervisor is required to be on site all times while work is being performed.

**4. If a construction supervisor is required to be dedicated on site at all times, if no work is being performed are they required to be on site?**

A construction supervisor is not required to be on site if no work is being performed.

**5. Is site safety officer required? For the whole duration of the project?**

No.

**6. Is site storage required?**

The selected contractor is not required to storage any material or equipment on site, but the Trust can provide a designated lay-down area in Slip 7 for the duration of construction.

**7. Is overtime required?**

Overtime is not required, but proposers must submit both a base bid for straight time and alternate bid for overtime work and anticipated construction schedule and duration for both base bid and alternate bid. Refer to revised Exhibits attached to this Addendum.

**8. Is the building going to be occupied during construction time?**

Yes. The ferry waiting room will continue to be operational during construction.

**9. Is there any asbestos related to electrical scope?**

No. See response to question #33.

**10. Is trailer required? Please advise where exactly the trailer(s) will be located? From where the temp. power supposed to be picked up?**

A trailer is not required, and the Trust will not provide space for a trailer should the selected contractor choose to have a trailer. Temporary power can be picked up from the building, or the selected contractor can provide their own portable temporary power source.

**11. Clarify who is paying for utility cost.**

The selected contractor will not be responsible for the utility cost for any temp power picked up from the building during the course of construction.

**12. Is temp. power, lighting and site lighting required?**

Yes.

**13. Clarify if any painting is required and in which cases.**

Refer to the contract drawings and see response to question #33.

**14. Confirm that there are no spares for light fixtures required.**

Please see revised bid forms with added line item for 20% attic stock of light fixtures to be added as an alternate.

**15. Clarify if there is any phasing required.**

Phasing is not required, but the selected contractor must coordinate with and obtain approval from the Trust for any power shutdowns, if needed.

**16. Confirm that there is no telecommunication, plumbing, mechanical and fire alarm scope (E100 'general notes' note #8) of work related to this project.**

Confirmed.

**17. Please advise type, manufacture and AIC rating for circuit breaker(s) of Panel "TGI Mech" (E600) – are breakers required to be replaced with new ones?**

Breaker type, manufacturer, and AIC rating to be replaced and to match existing, refer to drawings and specs.

**18. Please clarify if lighting branch wiring permitted to be in EMT in ground floor.**

EMT is permitted for interior lighting.

**19. Confirm that MC cable is not permitted on this job.**

MC cable shall not be used for this job.

**20. Please advise if light fixtures required spares. What percentage?**

See response to question #14.

**21. Can you please confirm that bid need to be submitted both ways as via email as sealed envelope as well.**

Yes.

**22. Is the job required to be done on off hours?**

See response to question #7.

**23. Clarify what is the normal and off working time for this job?**

The Battery Maritime Building ferry waiting room is open during ferry service hours from Manhattan to Governors Island. The current ferry schedule from Manhattan is Sunday – Monday from 7:00am – 8:15pm and 7:00am – 9:15pm on Fridays and Saturdays. The café inside the ferry waiting room is currently open

daily from 7:00am – 2:00pm. Slip 7 can be closed to the public during construction but will remain accessible to Trust staff and contractors. Refer to [govisland.com/ferry](http://govisland.com/ferry) for the latest ferry schedule.

**24. Please advise if the lobby and Cafe area has to be done on off hours Monday-Friday?**

See response to question #7 and the revised Bid Forms.

**25. Is the loading dock area can be performed on normal working hours as per walk through?**

Work inside Slip 7 (loading dock) can be performed during normal working hours, subject to coordination and approval from the Trust.

**26. Please clarify that there is only DBE goals of 6.9% to meet.**

The stipulated DBE goal is 6.9%. Refer to SDOT Requirements exhibits included in the RFP documents and bid package.

**27. Clarify that EEO goal % needed to be sub out? Or need to be directly hired as an employee?**

Refer to SDOT Requirements exhibits included in the RFP documents and bid package for Equal Opportunity Employment and Civil Rights Monitoring and Reporting requirements.

**28. Please advise with site plan for temporary protection & barriers.**

A Temporary Protection Plan will be required from the selected contractor.

**29. Clarify the scope of GC work related to this project.**

Beyond electrical and lighting work, general construction work is related to any patching, repair, refinishing or finishing work as necessary to address access points or modifications required to complete the work of this contract. All finishing and refinishing to match adjacent existing areas in-kind.

**30. Clarify if MC cable can be used in Café and lower Lobby areas.**

MC cable shall not be used. Conduit to be rigid steel type.

**31. Who is responsible for rubbish removal?**

The selected contractor will be responsible for removal of all debris and rubbish.

**32. Can the walk-through sign-in sheet be shared?**

Sign-in sheet is attached to this addendum.

**33. Please advise if any environmental protection is involved on this job? (G-010 'general notes' note# 19)**

Environmental protection is not anticipated based upon prior recent work and testing. The "Asbestos Note" of G-010 outlines procedures if environmental conditions are revealed during the course of construction.

**34. Is there any noise restriction on this job?**

The selected contractor must comply with the NYC DEP Noise Code.

**35. Please advise with the scale for drawing E400 (as it is hidden).**

The scale for drawing E400 is 1/8" = 1'-0".

**36. As per E100 'general notes' note# 32 mentioned that EC has to follow rules and regulations as laid down by the owner – please supply with the rules.**

The selected contractor will submit a detailed construction schedule, staging plan, and temporary protection plan for owner's review and approval prior to construction mobilization.

**37. Please clarify if Exit Signs are existing to remain or new? (reflected on drawing A802 but not indicated on E400).**

Refer to architectural drawings.

**38. Is there any specific bid bond form that should be used?**

Bid bonds are not required for this project. The selected Proposer must furnish Payment and Performance Bonds when executing the Contract. Requirements for Payment and Performance are set out in Exhibit E and Exhibit F of the Contract Template.

**39. Will a \$2M/\$4M GL and \$5M Umbrella suffice for umbrella coverage?**

Insurance requirements are set out in Exhibit D of the Contract Template. A Proposer may include requested revisions or comments to the requirements of the Contract Template on the Contract Template Comments form provided as Exhibit F to the RFP. Contract Template Comments will be evaluated along with other elements of the Proposal during the selection process.

**40. Will a blanket Builders Risk suffice?**

Builder's Risk on a blanket basis is an acceptable form if it provides coverage for the same scope and value as required by the Contract Template. See Exhibit D to the Contract Template.

**41. Please confirm that the following insurance is not needed for the electrical contractor: Marine, Hull, Pollution or Professional.**

Correct.

**42. As per panel schedule on E600 (TGI-Mech Panel) crt#23 indicated 'future TV connection' – confirm that only new breaker needs to be provided (no location on plans indicated).**

Only new breaker is required.

# Exhibit A: Checklist & Declaration of Understanding

## Required materials:

- ☐ 1. Proposal
  - a. Cover Letter
  - b. Team Organization
  - c. Team Qualifications
  - d. Key Personnel
  - e. Project Approach
    - Base Bid: Straight Time
    - Alternate Bid: Straight Time + Overtime
  - f. Project Timeline
    - Base Bid: Straight Time
    - Alternate Bid: Straight Time + Overtime
- ☐ 2. Exhibit A - Proposal Checklist & Declaration of Understanding completed (this form)
- ☐ 3. Exhibit B - Completed Doing Business Data Form
- ☐ 4. Exhibit C – Completed PASSPort Proof of Compliance
- ☐ 5. Exhibit F – Contract Comments
- ☐ 6. Exhibit H – Sealed Bid Summary & Detailed Bid Sheet, Rates & Multipliers completed
- ☐ 7. Exhibit I – Summary of DBE Commitments
- ☐ One (1) Hard Copy and one (1) electronic copy of all proposal documents

## Declaration of Understanding

By signing below, the Proposer certifies that:

- The Proposer has read and understands this Request for Proposals and all accompanying documents and attachments, including the Policies & Procedures (all together, the “RFP”);
- the Proposer and its proposal will comply with all terms and conditions of the RFP;
- the Proposer is not presently barred from bidding or performing work in any jurisdiction, including without limitation for any reason related to non-compliance with Affirmative Action or Equal Opportunity regulations;
- all information submitted in connection with the proposal is and will be, to the best of the Proposer’s knowledge, true and accurate;
- the Proposer understands the scope and requirements of the project and has the capacity to carry it out;
- the Proposer has satisfied itself as to the correctness and sufficiency of its proposal regarding the difficulty and cost of work; the Proposal is sufficient to cover all obligations under the Proposal documents and all matters and things necessary for the proper completion of the Project as described; and the Proposer agrees to accept payment in accordance with the requirements of the RFP;
- if the Proposer receives written notice that its Proposal has been accepted within 90 days after the submission deadline, or any time thereafter before the Proposal is withdrawn, the Proposer will, promptly enter into a Contract for Services using the form required by the Trust.

[Signature page follows]

The following must be signed by a duly authorized representative who is authorized to bind the proposing entity and who has direct responsibility for the proposed engagement. If the signatory is anyone other than a company officer, a letter must be prepared by a company officer authorizing that individual and submitted with the proposal.

---

**Authorized Signature**

---

Date

---

Print Name & Title

---

Proposing Entity (Firm or Organization)

---

Business Address

---

City

State

Zip

---

Telephone Number

---

Federal Tax Identification Number

☐ Corporation ☐ Partnership ☐ Individual ☐ Other: \_\_\_\_\_

## Exhibit H: Bid Summary Sheet

---

NAME & ADDRESS OF BIDDER

---

CONTACT REPRESENTATIVE

---

TELEPHONE

---

EMAIL ADDRESS

### **TOTAL PRICE: BID PACKAGE**

Having carefully examined the RFP Documents for the above referenced Project, and having visited the site and examined all conditions affecting the work, the undersigned, upon written notice of award of contract, agrees to provide all labor, supervision, materials, tools, construction equipment, services, safety, insurance, bonds, and to pay all taxes, and other costs necessary or required to complete the Project in full accordance with all RFP Documents and within the required time frame as indicated by the proposed schedule for the Lump Sum Bid of:

### **TOTAL BASE BID:**

---

Price in words

---

Price in figures

*(Show amount in both words and figures. In case of discrepancy amount shown in words will govern.)*

---

Construction Duration (in weeks)

### **TOTAL ALTERNATE BID:**

---

Price in words

---

Price in figures

*(Show amount in both words and figures. In case of discrepancy amount shown in words will govern.)*

---

Construction Duration (in weeks)



## Exhibit H: Base Bid Sheet

### STRAIGHT TIME

All work to be completed during normal working hours, with minimal impacts to the normal operations of the ferry waiting room and cafe. Refer to [govisland.com/ferry](http://govisland.com/ferry) for the latest ferry schedule.

ITEM	EST'D QTY.	ITEM DESCRIPTION	UNIT	UNIT PRICE	Total Bid Price Qty x Unit
1	1	MOBILIZATION (N.T.E. 4% OF BASE BID ITEMS)	LS		
2	1	TEMPORARY PROTECTION, SIGNAGE, & BARRIERS	LS		
3	1	20% ATTIC STOCK FOR LIGHTING FIXTURE TYPE LA-01, LA-02H, LA-03, LA-04, LA-07, LA-08, LA-09, LA-10	LS		
4	1	AFTER HOURS VARIANCE (NTE)	LS		
712.26	1	WIRES, CONDUITS, AND CABLES	LS		
712.27	271	LIGHTING CONTROL DEVICES FOR ELECTRICAL SYSTEM	EA		
712.28	1	RACEWAY AND BOXES FOR ELECTRICAL SYSTEM	LS		
712.29	271	SWITCHES FOR ELECTRICAL SYSTEM	EA		
712.30	22	LIGHTING FIXTURE TYPE LA-01	EA		
712.31	102	LIGHTING FIXTURE TYPE LA-02H	EA		
712.32	304	LIGHTING FIXTURE TYPE LA-02T	LF		
712.33	73	LIGHTING FIXTURE TYPE LA-03	LF		
712.34	46	LIGHTING FIXTURE TYPE LA-04	LF		
712.35	64	LIGHTING FIXTURE TYPE LA-07	EA		
712.36	39	LIGHTING FIXTURE TYPE LA-08	EA		
712.37	3	LIGHTING FIXTURE TYPE LA-09	EA		
712.38	3	LIGHTING FIXTURE TYPE LA-10	EA		
712.39	33	LIGHTING FIXTURE - EMERGENCY FIXTURE	EA		
712.25	1	BUILDING REPAIRS AND FINISHES	LS		
<b>TOTAL BASE BID</b>					

## Exhibit H: Alternate Bid Sheet

### STRAIGHT TIME + OVERTIME

All work in Slip 7 to be completed during normal working hours, and all work in the ferry waiting room to be completed outside of Manhattan ferry service hours. Refer to [govisland.com/ferry](http://govisland.com/ferry) for the latest ferry schedule.

ITEM	EST'D QTY.	ITEM DESCRIPTION	UNIT	UNIT PRICE	Total Bid Price Qty x Unit
1	1	MOBILIZATION (N.T.E. 4% OF BASE BID ITEMS)	LS		
2	1	TEMPORARY PROTECTION, SIGNAGE, & BARRIERS	LS		
3	1	20% ATTIC STOCK FOR LIGHTING FIXTURE TYPE LA-01, LA-02H, LA-03, LA-04, LA-07, LA-08, LA-09, LA-10	LS		
4	1	AFTER HOURS VARIANCE (NTE)	LS		
712.26	1	WIRES, CONDUITS, AND CABLES	LS		
712.27	271	LIGHTING CONTROL DEVICES FOR ELECTRICAL SYSTEM	EA		
712.28	1	RACEWAY AND BOXES FOR ELECTRICAL SYSTEM	LS		
712.29	271	SWITCHES FOR ELECTRICAL SYSTEM	EA		
712.30	22	LIGHTING FIXTURE TYPE LA-01	EA		
712.31	102	LIGHTING FIXTURE TYPE LA-02H	EA		
712.32	304	LIGHTING FIXTURE TYPE LA-02T	LF		
712.33	73	LIGHTING FIXTURE TYPE LA-03	LF		
712.34	46	LIGHTING FIXTURE TYPE LA-04	LF		
712.35	64	LIGHTING FIXTURE TYPE LA-07	EA		
712.36	39	LIGHTING FIXTURE TYPE LA-08	EA		
712.37	3	LIGHTING FIXTURE TYPE LA-09	EA		
712.38	3	LIGHTING FIXTURE TYPE LA-10	EA		
712.39	33	LIGHTING FIXTURE - EMERGENCY FIXTURE	EA		
712.25	1	BUILDING REPAIRS AND FINISHES	LS		
<b>TOTAL ALTERNATE BID</b>					

## Battery Maritime Building RFP Walkthrough Sign-In Sheet

**Project Name:** Battery Maritime Building Lighting Replacement

**Date:** Tuesday, 7/29/25

**Time:** 9:00am EST

**Location of Walkthrough:** BMB Building, Slip 7

#	Company Name	Attendee Name	Title/Role	Phone Number	Email Address	Signature
1	Interphase Elec	Ahoul Ram Bana	ES Engineer	516-256-5515	InterphaseElec.com	(Signature)
2						
3	Scientific Elec	Tommy Figue	PM	914 490 6385	tfaigle at scientific	Tommy
4	Freedom	Ken Meuser	Super	718 609 7747	KMeuser@freedomelec.com	(Signature)
5	ADCO electric	Carmina Tefft	PM	347 437-6815	CTefft@adcoonline.com	(Signature)
6	WELDON ELECTRIC	Tyler Hinds	Super	631-921-3917	THINDS@weldon.com	(Signature)
7						
8						
9						
10						