

**Invitation for Bid
Steinway Community Library
Construction Services**

**IFB 0721-5
Questions and Answers**

August 17, 2021

- Q1. Can we please obtain the electronic version of the drawings for this project?
We can't locate them on the Library website.
- A1. The Dropbox web link contained in the bid is:
<https://www.dropbox.com/sh/04q19f3874tymnn/AABLD7Lc64ftZXfc2WYnEQjNa?dl=0>
- Q2. Have the drawings for the above referenced project been uploaded to the web site?
- A2. See answer to question 1.
- Q3. Following bid form #4 of work includes : concrete , masonry, metals, Finishes, conveying system, mechanical,..etc..Following drawings provided scope includes only finishes (painting, tiles) Please advise/clarify.
- A3. Bid form 4 captures everything in the bid and the scope of work and drawings. It is all inclusive language that is as applicable as per the scope of work and drawings.
- Q4. Please advise we downloaded the complete documents and we found just a G001, G002, G003, A200, A201, A500, A501. We didn't see any plumbing, mechanical or electrical.
- A4. All of the proposed work is depicted on the "A" and "G" series construction drawings. Separate plumbing, electrical, mechanical drawings do not exist.
- Q5. As per scope of work mentioned. New data/electrical work including final connection or many other electrical work involve. But no electrical drawing was attached. Please advise?
- A5. All of the electrical/data work as depicted on the "A" and "G" series construction drawings is proposed and part of the contract work. Separate electrical drawings do not exist.
- Q6. Please advise if this bid required an electrical contractor or plumbing contractor ?
- A6. All of the proposed work is to be completed by a licensed contractor and as per all applicable New York City codes and regulations.

- Q7. As per bid documents revised date August 4th, 2021. per page # 8 indicate " Amended specifications' ', " Amended drawings", " Specifications". But we didn't see any attached documents. Please advise?
- A7. This section of the bid details the order of the controlling documents.
- Q8. Please clarify is this job duration of completion 14th months?
- A8. No the question is incorrect. As per bid section V Contract Term, “The Successful Bidder is expected to achieve substantial completion of construction five (5) months from the Library’s notice to proceed.”

As stated in the bid:

The Library anticipates that this project will commence within fourteen (14) months from the bid opening date. The Library will send a notification to proceed to the Successful Bidder and the Successful Bidder shall be prepared to mobilize within thirty (30) days to commence the project. Successful Bidder shall agree to maintain its bid price from bid opening date to a notice to proceed date up to fourteen (14) months.

- Q9. Please advise this library construction wise cellar & first floor is it one construction phase or more. Please advise ?
- A9. A single construction phase for the entire project.
- Q10. Please advise what are the construction working hours ?
- A10. The entire building will be turned over to the contractor for the duration of construction.
- Q11. The cellar and first (N.I.C) area is active during construction. Please advise ?
- A11. The entire building will be turned over to the contractor for the duration of construction.
- Q12. Please advise any place for construction, staging office or toilet provided by Queens library. It is not provided by the Queens library. Please advise?
- A12. Not provided by Queens Public Library. The entire building will be turned over to the contractor for the duration of construction. Any areas that are disturbed by the contractor and are not part of the proposed work to be restored to existing condition.
- Q13. Please advise where we can place the office trailer or toilet inside the property of queens library ?

- A13. Not provided by Queens Public Library. The entire building will be turned over to the contractor for the duration of construction. Any areas that are disturbed by the contractor and are not part of the proposed work to be restored to existing condition.
- Q14. Can I request a copy of the plan holders list and the cost estimate for the Steinway Community Library?
- A14. This question seeks information that is not required to submit a responsive bid. The Library's bid does not provide for the requested list and cost estimate.
- Q15. Please provide demo drawings, if possible, to show existing conditions. Please provide table of contents for drawing set.
- A15. Demo drawings will not be provided. Table of Contents for drawing set are:
- G001
 - G002
 - G003
 - A200
 - A201
 - A500
 - A501
- Q16. In the project manual under scope of work it states that the existing millwork and non-structural walls will be removed, however this is not reflected in the drawings. Please advise where this is shown on the drawings.
- A16. The existing millwork is in the same location as the new millwork (staff room, kitchen C14). Partition is located on the stage of the multi-purpose room (C02).
- Q17. Will the removal of the book stacks be done by the library or contractor?
- A17. Contractor. The Successful Bidder shall include this work in its bid price.
- Q18. Please provide the wall to ceiling height
- A18. Generally 9'-6".
- Q19. Are there any new finishes for rooms C12, C13, C16 at the cellar and rooms 101, 106, 107, 108 on the first floor? These rooms are in the scope of work area but show no new finishes on drawings A500 and A501.
- A19. Finishes are not required if they are not indicated on the finish drawings.
- Q20. Will the ceilings have any new finishes? In the project manual under scope of work it says to provide new finishes for the ceilings, however this is not reflected in the drawings.

- A20. Note 1 under the Finish Schedule calls for flat white paint on ceilings.
- Q21. Will the new millwork in the reference room/reading room, browsing, and work rooms be provided and installed by the library or contractor? If it is by the contractor, please provide details and locations as the drawings are very vague on the millwork scope except the location of the base cabinets at the kitchen.
- A21. New millwork is only in the staff room kitchen (C14).
- Q22. Will the low voltage contractor be retained by the library, or should the General contractor retain their services for the scope shown?
- A22. By Contractor. The Successful Bidder shall include this work in its bid price.
- Q23. Does this project require a bond?
- A23. No.
- Q24. Current Library is closed and currently being worked on. When is the start & end date for this project?
- A24. Please see answer to question 8.
- Q25. Anything that we are replacing (kitchenette, window treatment, plumbing fixtures, etc) Are we to match existing?
- A25. Yes.
- Q26. Who is responsible of moving/relocating existing equipment/bookshelves/desks?
- A26. Contractor. The Successful Bidder shall include this work in its bid price.
- Q27. Can we get a spec on the existing terrazzo we need to polish & clean? And the wood stage we need to patch/refinish?
- A27. Specs for the existing terrazzo flooring and wood stage do not exist.
- Q28. Is the owner providing the new lockers going in? Is GC just installing the replacement lockers?
- A28. Lockers supplied by Queens Library and installed by the contractor. The Successful Bidder shall include the installation in its bid price.
- Q29. Regarding logistics, where can we make deliveries, cart out dumpsters? Will the elevator be in use at that point?

- A29. Deliveries can be made through the main building entrance. Elevator may be used by the contractor but, must be protected and restored to existing condition.
- Q30. Will the existing whips to the furniture or we will need to furnish new whips?
- A30. Contractor is responsible for all whips. The Successful Bidder shall include this work in its bid price.
- Q31. The drawing call out for the plumbing fixtures to be relocated , what is the plan to deal with tiles that will have holes in them?
- A31. Contractor to replace, as needed, all damaged tiles.
- Q32. Will the furniture and books be relocated by owner?
- A32. All media (Books, magazines, DVD's) and technology equipment will be relocated by Queens Library. The relocation of furniture is the responsibility of the contractor. The Successful Bidder shall include the relocation of furniture this work in its bid price.
- Q33. Is there a bid bond/security required to be submitted with bid? If so, what percent is required?

What is the payment/performance bond percentage (if required)

- Q33. The bid does not require bonds. As stated in bid section V. Bid Process and Guidelines, Payment, 5:

Ten percent (10%) of the total contract value will be withheld by the Library as retainage for correction of punch list items or for other deficiencies as determined by the Library. Upon completion of the punch list work, as determined by the Library, the retainage shall be released.