



Questions and Responses

C003550

**Design, Fabrication and Installation of
Gateway at Marsha P. Johnson State Park**

No.	RFP Section	RFP Page	Question	Response
1	2.1.3	15	What is the minimum width the opening needs to be to allow for emergency vehicles and parks department cars and trucks.	The minimum unobstructed width of the opening should be 12 feet when both gates are open. During regular (non-emergency) operating hours, only one gate (approximately 6 feet wide) will be open to allow for pedestrian access. The minimum unobstructed height of the opening should be 13 feet, 6 inches, to accommodate emergency vehicles.
2	2.1.3	15	What is the minimum height the gate and fence need to be?	The height of the existing gate and fence is 8 feet which should be maintained for security purposes. The height of the ornamental elements is not specified, but should complement the existing fence which extends around the park along the streets. (Exhibit B - Site Information has been amended to include an image with approximate dimensions.) General information about the existing painted iron gateway and fence: pickets are 3/4"x3/4"; horizontal bars are 1/2"x3/4"; posts are 2"x2".
3	2.1.8	16	If we need to dig new post footings for the gate and fence, is that considered part of OPRHP site prep responsibilities or should that be included in the Vendor proposal budget.	The cost for the design and construction of the foundations for the gate (based on the the developed proposal) is the responsibility of OPRHP.
4			Are there electrical capabilities that would allow for the inclusion of lighting elements to be wired in?	Yes, electrical service is available at the Gateway location.



Questions and Responses

C003550

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5	1.15	15	If a contractor is submitting an application for both the "Gate" RFP and the "Monument" RFP , should the applications be submitted in duplicate as two completely separate applications? Or can the two submissions be compiled into one application? If combined, there would still be separate bidder's presentation information for both the monument and the gate (i.e. technical and financial proposals, statement of artist concept, and site views/renderings... as outlined in sections 2.1.1-2.1.8) but only one set of all the forms listed as attachments 1-11... (as outlined in section 1.15 on pages 13-14) as well as one set of references, CV, and background history/credentials. Or would the committee prefer to see two completely separate applications with no shared application background, or overlapping paper work.	RFP C003550 and RFP C003601 are two separate procurements and therefore each must responded to separately.
6	2.1.1	15	Is it possible to submit several slightly different versions of the same concept (e.g., different colors, different materials, or other change), or are you looking for the artist to edit it down to a single design?	Bidders are to submit one design in their bid.



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C003550

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7	2.1.1	15	What is your expectation regarding the “fabrication and development drawings produced for the project?” Given that this is a concept-level design, what level of detail is necessary? Do you expect full specification of all materials? overall dimensions?	The drawings should clearly convey the concept for the design so evaluators may score the submission. Full specifications are not required, but the materials proposed should be clearly described to illustrate their qualities, sustainability and durability. The Bidder's proficiency and experience with the proposed materials should be explained as well.
8	2.1.5	16	What is your expectation regarding the “artwork maintenance plan” to be submitted with the proposal? Given that this is a concept-level design, Is it acceptable to write a statement regarding the long term maintenance requirements for the installation for this proposal, and turn in a more detailed “artwork maintenance plan” as a part of the close-out package?	The "artwork maintenance plan" should describe at a high level what will be required in terms of long-term and short-term maintenance.
9	2.1.8	16	Is the Bidder responsible for the laying of foundations for the Gateway, or is the Site Contractor?	The Bidder will be required to work with OPRHP's landscape architecture consultant to design the foundations based on the final design. OPRHP will be responsible for constructing the foundations; the Bidder is responsible for securing the Gateway to the foundations.



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C003550

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10	2.1.8	16	Is the Bidder responsible for landscaping around the Gateway, or is the Site Contractor?	The Bidder will be required to work with OPRHP's landscape architecture consultant to design the landscaping based on the final design. OPRHP will be responsible for implementing the landscaping.
11	2.2.1	17	Should the maquette include the entirety of the park, or just the area around the Gateway?	The maquette for the Gateway should include enough of the surrounding context to allow evaluators to understand its scale and impact on the street, the immediate neighborhood and park.
12	2.2.1	17	The production of a maquette can be quite expensive. Is it possible to submit a 3D digital "fly-through" video instead? If the answer is "no," then can we bring down the cost of a maquette by hand-delivering, so that it does not have to be built to survive shipping? Does the maquette need to have a vitrine top?	OPRHP declines this request. The intention of the maquette is to "see" the proposal in three dimensions. A maquette is only required if the Bidder is invited to present and an honorarium of \$1,500 will be provided to offset the cost of maquette production. The Bidder may bring the maquette to the presentation by the most effective means as decided by themselves. No vitrine top is required.
13	2.2.1	17	Will the Bidders advancing to the interview stage have access to the Landscape Architect to discuss plantings, paving and foundation conditions for the Gateway?	No, the selected Bidder will work with OPRHP's Landscape Architect after the contract has been awarded.
14	6.4.4	32	Will all public meetings with Brooklyn Community Board 1 be in-person (not virtual)?	The Bidder may attend the BCB1 meetings virtually; however, the meetings are now being held in person.



Questions and Responses

C003550

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15	6.4.4	32	Do you anticipate modifications to the design resulting from the public meetings? If so, will the Bidder be able to modify our fee?	Selected Contractor may not modify their fee. OPRHP does not anticipate major changes based on the public meetings as there was public outreach done prior to the release of the RFP.
16	site plan rendering, planting plan, section	120, 122, 123	Will the Bidder have the opportunity to work with the Landscape Architect prior to the interview to discuss changes to the grading, paving, and planting around the Gateway?	No, the selected Bidder will work with OPRHP's Landscape Architect after the contract has been awarded.
17	site plan, site photos	119-120, 122 thru 128	Is it possible to get high resolution images of the site plan, site renderings and site photos to use in preparing our proposal?	The requested items are not available. However, Bidders may visit the site prior to preparing their proposal.
18	site photos	122 thru 128	Does the metal fence which encloses the park need to stay in place? Can the Gateway interrupt this fence? Does there need to be a means to close off the park for security reasons?	The 8 foot high metal fence which surrounds the park may be interrupted by the Gateway; however, there must be a means to close the park.
19	1.8	10	What "licenses, permits or authorizations" are needed by the Bidder to complete this project?	OPRHP will work with the Bidder to obtain the NYC permits for installation of the Gateway based on the proposal.
20	1.4	8	What are the reasons for the request to make the gate "translucent"? If the gate allows for unimpeded views into the park, but is not "translucent" (i.e., of a material that allows light to pass through), does this satisfy the spirit of the request?	The Gateway should allow the public to view the park and river from the street.



Questions and Responses

C003550

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21	7.31	44	Are the responsibilities for loss and damage only during the period of the contract? Is there a clause that stops the responsibilities once the project is completes?	No. A contractor is required to warrant their work per RFP Section 7.21 Warranties. Additionally, per Appendix A, Section 10 Records "The Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, the "Records"). The Records must be kept for the balance of the calendar year in which they were made and for six (6) additional years thereafter.



Questions and Responses

C003550

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Gateway at Marsha P. Johnson State Park**

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22	7.2	41	Is the bidder and its vendors released from any liability once the parks department has formally accepted your installation as complete?	There are certain liabilities that end with the acceptance of a contractor's work, outlined under RFP Section 7.31 Responsibility for Damage and Indemnification. Aside from those liabilities, a contractor is required to warrant their work per RFP Section 7.21 Warranties. Additionally, per Appendix A, Section 10 Records "The Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, the "Records"). The Records must be kept for the balance of the calendar year in which they were made and for six (6) additional years thereafter.
23			Are contractor certifications from other states valid?	There is not enough information to respond to this question. Unless specified in the RFP, certifications from other states may be acceptable.
24	ST-220-CA		Which permits and licenses are the responsibility of the bidders?	OPRHP will work with the Bidder to obtain all permits necessary for the installation of the Gateway.
25		83	Will location and corporation status impact whether or not I am eligible to bid?	As long as a Bidder meets all minimum requirements of the RFP, they are eligible to bid.



Questions and Responses

C003550

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26	Appendix F	78	What are my insurance requirements that I need as bidder and / or as the artist?	Insurance requirements of a Bidder and all subcontractors are stated in Appendix F - Insurance Requirements and must be met upon award.
27			The artist's fee can not exceed 20% of the total proposed budget. What is the difference between Project Cost and Artist Fee in % of Project Cost?	The Project Cost is the Total Cost Bid. As provided in the RFP and on the Attachment 1 - Financial Proposal, the Artist Fee cannot exceed 20% of the Total Cost Bid.
28			Am I required to have an experienced site/installation manager on the premises at all times during the period of the contract?	Per RFP Section 2.1.6 Installation, Bidder shall provide an Installation Plan. Please also see RFP Section 6.3 Project Management.
29	Appendix F		If the park is open to the public/community, is there permanent insurance within the premisses?	The State is self-insured and would remain responsible to injuries caused by its own negligence through regular park operations outside of the project Premises. However, the Contractor must provide all insurance as required by Appendix F to cover injuries and damages within the project Premises (all land, buildings, structures, or other items of any kind located around or adjacent to the Site and owned, occupied or otherwise used by the State).
30			Can we have rendering quality images of the area?	The requested items are not available. However, Bidders may visit the site prior to preparing their proposal.



Questions and Responses

C003550

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31			What are the minimum size specification for each project?	There is no minimum size for the Gateway. The size and form of the artwork is at the discretion of the Bidder, but must complement the park and surrounding neighborhood.
32	1.8.1.	10	Do we need 3 references to each vendor / fabricator?	As provided in RFP Section 1.8.1, The Project Team must include at least three (3) Reference Clients for each the artist, fabricator and installer for which they have provided similar artwork and fabrication/installation services within seven (7) years immediately preceding the issuance of this RFP. The artist, fabricator and installer may use the same reference if work was performed on the same project.



Questions and Responses

C003550

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No.	RFP Section	RFP Page	Question	Response
33	3.3	Page 19	<p>Would you please kindly tell us which forms below we need to include for the administrative proposals? can we only include "Attachment 9 - Diversity Practices Questionnaire." for the administrative proposals submission?</p> <p>Do we need to submit the administrative proposals now or submit them later after if we are selected as semifinals for phase two?</p> <ul style="list-style-type: none"> • Extraneous terms, if applicable • Request for exemption from Disclosure, if applicable <p>Forms</p> <ul style="list-style-type: none"> • Attachment 2 – Lobbying Law Certification • Attachment 3 - Non-Collusive Bidding Certification • Attachment 4 - Public Officers Law Form • Attachment 5 - Encouraging Use of New York State Businesses in Contract Performance • Attachment 6 - NYS Finance Law §139-I and Executive Order No. 177 Certification • Attachment 7 – Minority and Women-Owned Business Enterprises – Equal Employment Opportunity Policy Statement • Attachment 8 - Vendor Responsibility Attestation • Form A: State Consultation Services - Contractor's Planned Employment • ST-220-CA: Contractor Certification to Covered Agency 	<p>Per RFP Section 3.2.1.4 Diversity Practices, Attachment 9 - Diversity Practices Questionnaire is to be submitted with the Technical Proposal.</p> <p>Per RFP Section 3.2.3 Administrative Proposal, the following must be included as part of the administrative proposal at the time of Bid:</p> <ul style="list-style-type: none"> • Extraneous terms, if applicable • Request for exemption from Disclosure, if applicable • Attachment 2 – Lobbying Law Certification • Attachment 3 – Non-Collusive Bidding Certification • Attachment 4 – Public Officers Law Form • Attachment 5 – Encouraging Use of New York State Businesses in Contract Performance • Attachment 6 – NYS Finance Law §139-I and Executive Order No. 177 Certification • Attachment 7 – Minority and Women-Owned Business Enterprises – Equal Employment Opportunity Policy Statement • Attachment 8 – Vendor Responsibility Attestation • Form A: State Consultation Services - Contractor's Planned Employment • ST-220-CA: Contractor Certification to Covered Agency



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34	3.3	19	Is there a height limit for the monument? Is there width limit for the monument or as long as fit in side the designated space? Would you let us know the footprint of the monument allowed inside the site? how much feet by how much feet are the designated space?	There is no height restriction for the Gateway; however, there is a minimum height and width requirement for the opening (See Questions 1 and 2).
35	3.1.3	15-16	" Concept Sketch(es) to convey the essence of the Monument including multiple views of the proposed work that incorporates various existing features of the site.", the " various existing features of the site" are refer to the photos of the existing site not incorporate the rendering images of the future landscape?	The Concept Sketches should provide the evaluators with an understanding of how the Gateway blends with the site. Sketches of the Gateway within the proposed future landscape are encouraged. The photographs included in the RFP are for information only.



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C003550

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36	2.1.3	15-16	<p>Regarding: " elevation views from the street side and from within the park" and "3D representation/rendering of the proposed Monument at the site" should we incorporate elevation views with the existing street /site or incorporate with the rendering of the site plan or both? up to the artist?</p> <p>" Concept Sketch(es) to convey the essence of the Monument including multiple views of the proposed work that incorporates various existing features of the site. Details of decorative elements or materials are desirable. including, but not limited to elevation views from the street side and from within the park as well as details of important decorative elements that speak to the park's namesake; C003601 Design, Fabrication and Installation of Monument at Marsha P. Johnson State Park Page 16 o 3D representation/rendering of the proposed Monument at the site. "</p>	<p>Elevation views of the proposed Gateway design from the street side and park side are encouraged to provide evaluators with an understanding of the appearance of the proposed work. The specific views may be selected by the Bidder (artist).</p>



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37	3.3	18	if we choose to submit hardcopy, we need send two physical flash drivers? and each flash driver contains an exact copy? Can we choose to also includes 8.5 x 11 paper prints of the exact copy of the PDF file for accurate colors presentation which is important for our proposal? "Bidders may submit either hardcopy (RFP Section 3.3.1 Hardcopy Bids) or electronic (RFP Section 3.3.2 Electronic Submission / E-Mail Bids); however, electronic is preferred." 3.3.1.Hardcopy submissions shall consist of two (2) exact copies on flash drives containing the three proposal elements Administrative Proposal, Technical Proposal, and Financial Proposal, each. Bidders should endeavor to consolidate all files in each proposal element into a single PDF file to the best of their ability.	As part of satisfying submission requirements under 3.3.1 Hardcopy Bids, a printed original (Hardcopy) of each entire proposal section (Administrative, Technical, Financial) must be included with submission, along with two exact copies on flash drives.
38	3.3	18	For your convenience, can we send one email containing an email dropbox folder/link that includes all the files needed for the proposal without sending many separate emails? Can we include a video file for the concept proposal?	We cannot accept dropbox folder or other File Transfer Protocol (FTP) site downloads at this time for proposal submissions. Proposals that are too large to be sent as one email may be split into smaller sub files and sent as multiple emails. Bidders must be sure to properly label (e.g.: 1 of x, 2 of x, etc.) their emails for OPRHP to accurately aggregate their submission.
39	3.3	18	is water feature desired?	A water feature is not desirable.



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40	3.3	87	should we complete form on the page 87 and page 89 ? Do we need to find a Minority and Women-Owned Business Enterprises as our subcontractor and name them on our forms now?	As provided in RFP Section 3.2.3 Administrative Proposal, all referenced attachments should be included as part of the Administrative Proposal.
41	3.3	77	Should we submit form A and FORM B: Use Form B, State Consultant Services Contractor's Annual Employment Report ?	As provided in RFP Section 3.2.3 Administrative Proposal, all referenced attachments should be included as part of the Administrative Proposal.
42	3.3	18	can we add a video file for the proposal concept?	OPRHP declines this request. Drawings and images are the requested format for conveying the proposal concept.
43	3.3	18	is sustainable material important for this project?	Yes, sustainability, durability and beauty are important.