



Department of
Design and
Construction

PRE-SUBMISSION CONFERENCE

Request for Qualifications

Brownsville Recreation Center

June 25, 2026

Zohran Mamdani
Mayor

Paul A. Ochoa
Commissioner



HOUSEKEEPING

- Attendance will be taken using the Microsoft Forms link provided in the Microsoft Teams chat. Please take this time to complete the form. This attendance sheet, PowerPoint Presentation, and questions will be posted on PASSPort.
- Questions will be accepted in writing via the chat.
- Only remarks and questions directly related to this project will be addressed. Disruptive behavior or inappropriate conduct will not be tolerated and may result in removal from the meeting.
- This conference is for informational purposes only and may contain changing information at DDC's discretion. Please refer to the requirement info in RFQ; which will only be modified through an official addenda.

AGENDA



1. DDC + Alternative Delivery Overview

Jade Bailey, P.E.,PMP, Assoc. DBIA, Acting Assistant Commissioner

Manuel Lago, Deputy Director

Alternative Delivery

2. Project Overview

Camila Carrasco, Intl. Assoc. AIA, Senior Project Manager

Alternative Delivery

3. General Procurement

Justin Bauer, Director

Alternative Delivery, ACCO

4. Project Procurement

Sarah Oakes, Assoc. DBIA, Deputy Director

Alternative Delivery

5. M/WBE

Elaine Kao, M/WBE Outreach and Compliance Analyst

Office of Diversity & Industry Relations

6. Q&A



**Department of
Design and
Construction**

DDC OVERVIEW

Jade Bailey
Acting Assistant Commissioner
Alternative Delivery

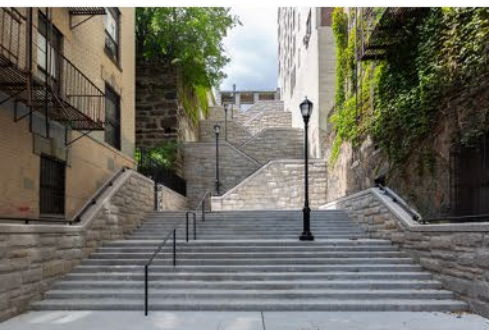
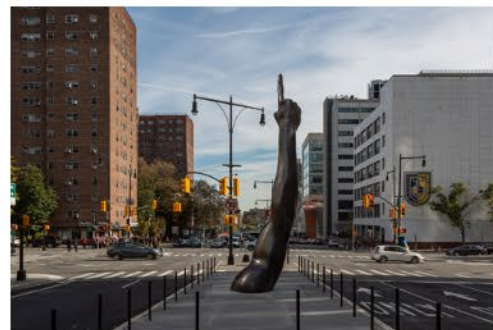
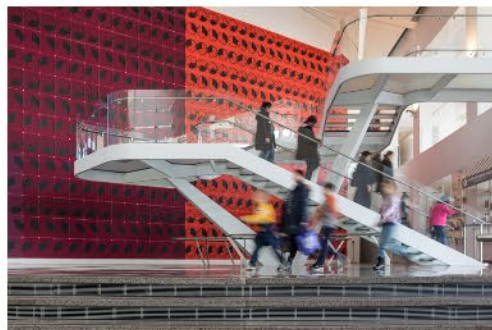
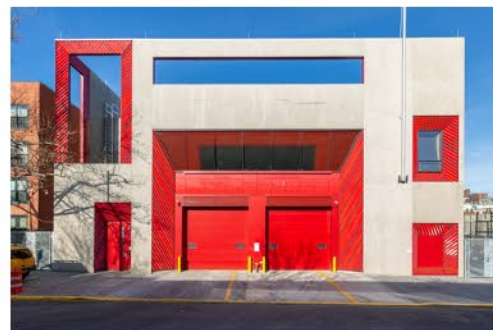




**DDC is New York City's
principal design and construction
manager**

As New York City's primary design and construction manager, **DDC delivers best-in-class public buildings and infrastructure to every part of the City.** These projects enhance every neighborhood and each borough, ultimately improving the lives of more than 8.5 million New Yorkers.

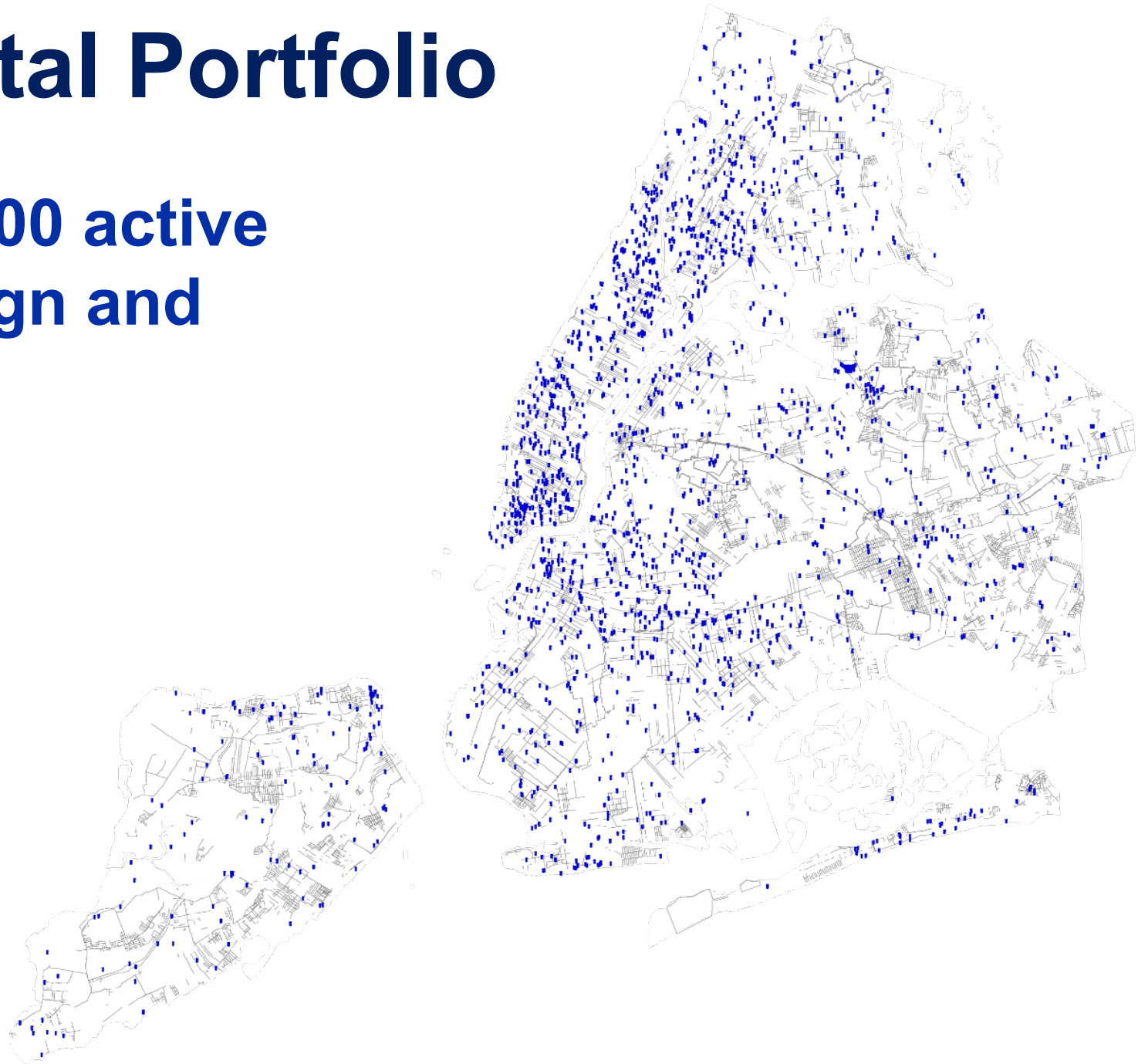
We build the City.



DDC's Capital Portfolio

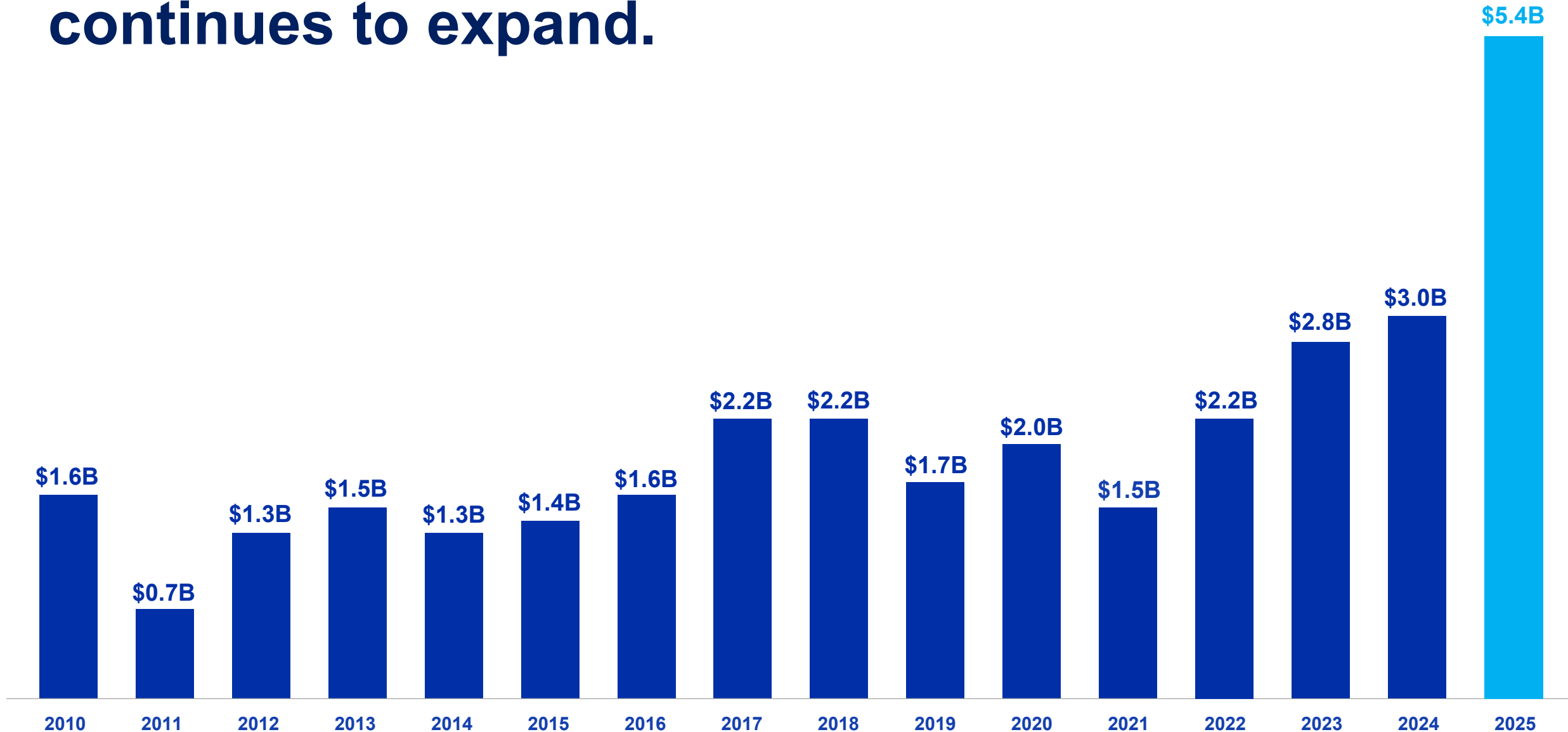


DDC has over 500 active projects in design and construction.





As the need grows, our portfolio continues to expand.



DDC's Strategic Blueprint

We are planning better, designing better, building better



Transform the capital delivery process

Expand our toolbox of project delivery methods

Strengthen industry partnerships and expand opportunities for M/WBEs

Build, support, and empower our team



DDC ALTERNATIVE DELIVERY

Design-Build Legislation



As part of the **NYC Public Works Investment Act**, DDC is authorized to award design-build contracts for certain public works within the City:

- Public works projects with an estimated value above \$10,000,000; and
- Public works projects with an estimated value above \$1,200,000 that meet certain criteria

DDC ALTERNATIVE DELIVERY

NYC Public Works Investment Act



... public works projects above \$1,200,000 that meet certain criteria:

- NYC Parks
- NYCHA
- Cultural institutions on City-owned land
- Public libraries for NYPL, BPL, and QPL
- Security infrastructure
- Right of way accessibility improvements



Department of
Design and
Construction

ALTERNATIVE DELIVERY OVERVIEW

Manuel Lago
Deputy Director
Alternative Delivery



DDC ALTERNATIVE DELIVERY STATUS



Progress To-Date

- Awarded 12 projects (9 Public Buildings, 3 Infrastructure), with 3 more nearing Project Award in 2026 (1 Public Buildings, 2 Infrastructure)
- Expanded in-house Alternative Delivery Program and addition of CM-Build program and staff
- Internal task forces continually refining the procurement and in-market period process
- Revised proposal and submission requirements to target information required

DDC ALTERNATIVE DELIVERY STATUS



Improvements to Process. Now, DDC:

- Issues an updated 'Notice of Intent' on a quarterly basis to prepare industry for upcoming opportunities
- Publishes the RFP shortlist to encourage subcontractors to team during step two of the procurement

DDC ALTERNATIVE DELIVERY



Progress and Lookahead

What's Next:

- Continue to evaluate projects for Design-Build and expand portfolio
- Incorporate lessons learned into each new procurement
- Continue to implement best practices and adapt DDC requirements for project administration and management
- Maintain and strengthen relationships with the design and construction industry

DDC ALTERNATIVE DELIVERY



Why do Design-Build?

The City of New York is committed to achieving **excellence in design and construction** across its portfolio of public works.

With **Design-Build project delivery**, the City expects to benefit from:

- Exemplary design that prioritizes project excellence
- Team coordination and collaboration
- Qualitative, best value selection
- Construction expertise in the design process
- Design expertise in the construction process

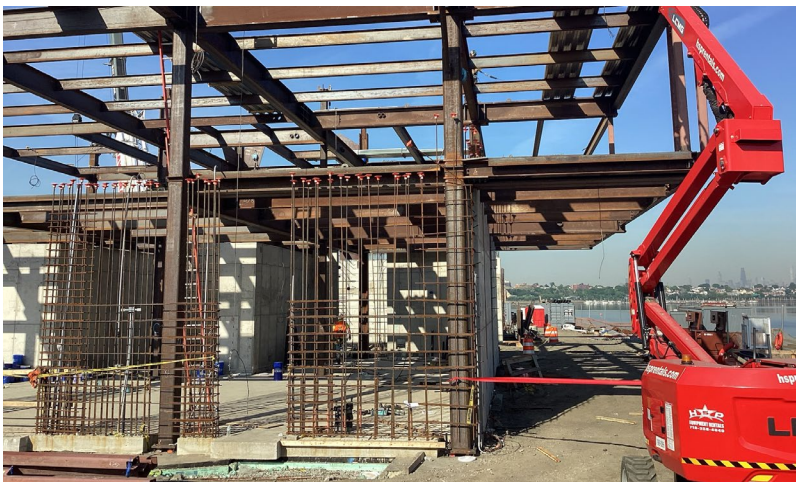
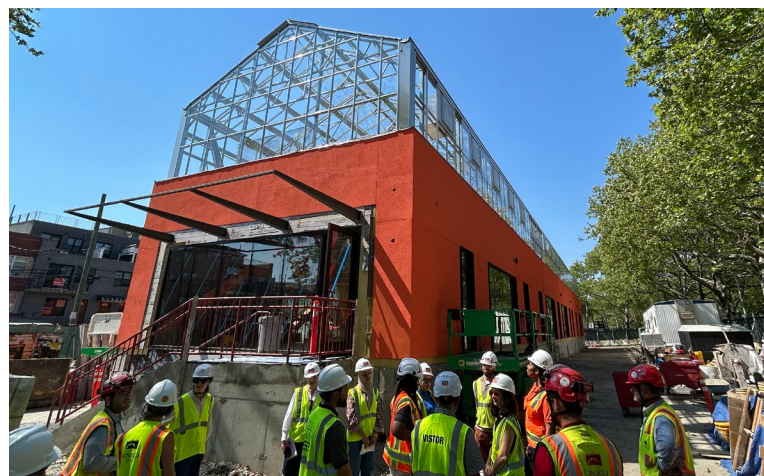
DDC ALTERNATIVE DELIVERY

Commitment to Design and Construction Excellence



Design and Construction Excellence builds on the tradition of **innovation in architecture and engineering** that has contributed to the City's prestige as a global destination, with projects that are:

- Inspiring
- Enduring
- Practical
- Constructible
- Cost-Sensitive



DDC ALTERNATIVE DELIVERY

Partnering for DB Delivery



Owner’s Representative Services	Design-Build Program / Projects	3 Year On Call
Stand-Alone Design Build	Design-Build Project Execution	Project Specific
AE Standard Requirements	AE1 role	3 Years On Call

DDC ALTERNATIVE DELIVERY

Stand-Alone Design Build



- The Design Builder is responsible for **overall design and construction** of the project
- The Design Build Agreement (DBA) will include provisions for:
 - Flexibility to use **fast-track construction** packages
 - **Site validation** period
 - **Dispute resolution process**
- **Key terms** of DBA are included with RFQ
- A full draft of the DBA will be included at the RFP step

HINT

Exhibit D includes a summary of select Design Build Agreement (DBA) commercial terms.

DDC ALTERNATIVE DELIVERY

Teaming for Design-Build



- There is no role-requirement for the leadership of the DB team; **for example, teams may be designer-led.**
- Proposed DB team members are not required to have prior experience working together.

HINT

If members of the DB Team do not have extensive experience collaborating on projects, the Proposer shall explain the relationship and rationale for teaming.

DDC ALTERNATIVE DELIVERY

Teaming for Design-Build

- It is preferred that the DB Team have collective experience in **Design-Build and DB-based project delivery methods** and other alternative project delivery methods.
- If key members of the DB Team do not have experience in DB and DB-based project delivery, the Proposer must indicate **familiarity with the objectives of this alternative delivery approach** and demonstrate an understanding of the **interrelationship between design and construction** under the DB project delivery approach.

ALTERNATIVE DELIVERY PROCUREMENT



Brownsville Recreation Center

STEP 1

RFQ



STEP 2

RFP

At the RFQ step, limited project information is provided to allow proposers to assemble a qualified team.

PRE-SUBMISSION CONFERENCE
STATEMENT OF QUALIFICATIONS (SOQ'S)
EVALUATION PROCESS

At the RFP step, extensive project information will be released to the shortlisted teams.

COLLABORATIVE DIALOGUE MEETING
PROPOSAL EVALUATION
LIMITED NEGOTIATIONS



**Department of
Design and
Construction**

PROJECT OVERVIEW

Camila Carrasco
Senior Project Manager
Alternative Delivery

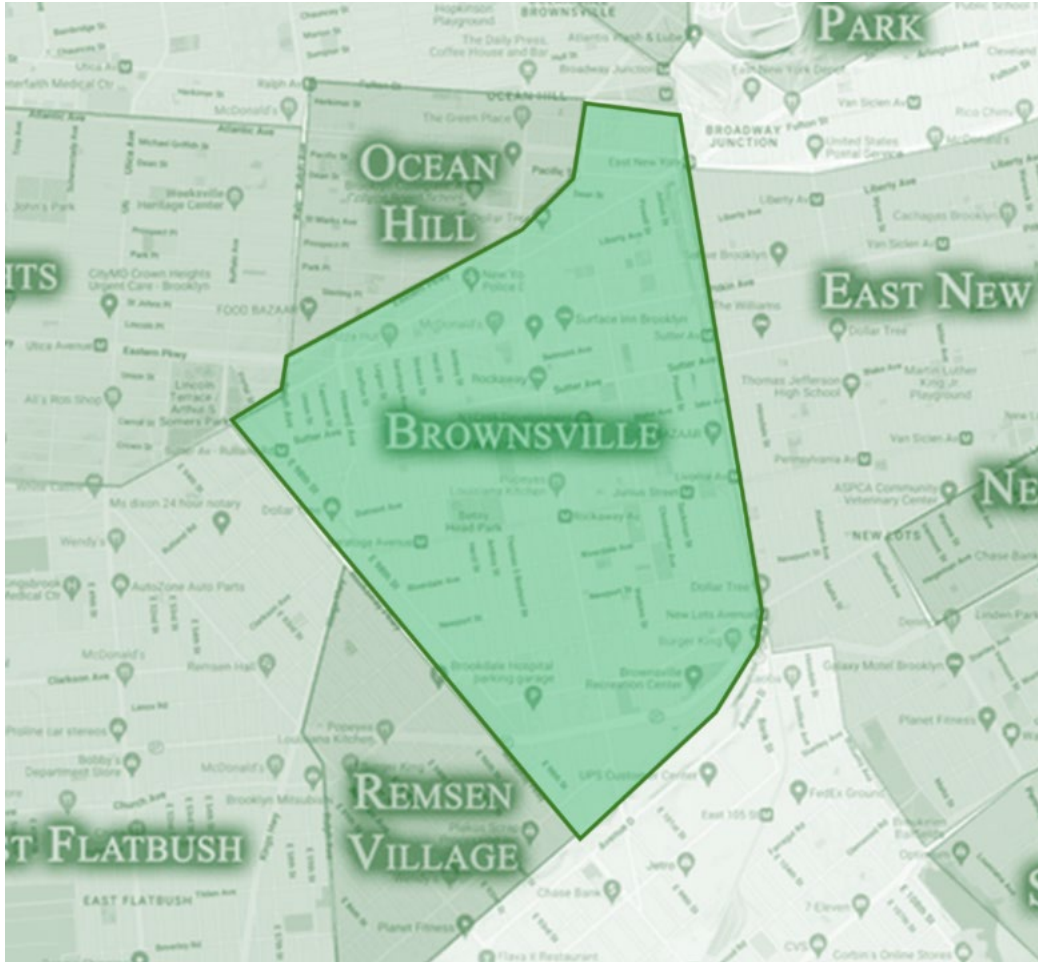


BROWNSVILLE REC CENTER HISTORY



The Building was originally known as the Brownsville Boys' Club, a one-room clubhouse initiated in 1951, this facility was later bestowed upon the City of New York and reopened in 1955 as a Recreation Center. The structure adjoins the Brownsville Golden Age Center completed in 1956.

BROWNSVILLE REC CENTER OVERVIEW



Brownsville, Brooklyn

BROWNSVILLE REC CENTER OVERVIEW



Objective: Build a new 74,000+ SF recreation center with indoor pool and two gym/basketball courts, and Golden Age Plaza

- New Design and Construction located in Brownsville, Brooklyn
- Demolition of existing Recreation Center. The Golden Age Center will remain open for as long as possible and will be demolished once the Rec Center is completed
- DB Budget approximately \$177M
- Implement NYC Department of Parks and Recreation Design Standards

BROWNSVILLE REC CENTER EXTERIOR



1-Brownsville Recreation Center overview



2-Building entrance canopy



3-Christopher Street



4-Partially complete curbs, ramps and planter footing



5-Completed curbs and planter work



6-Proximity of Recreation Center to adjacent residential buildings

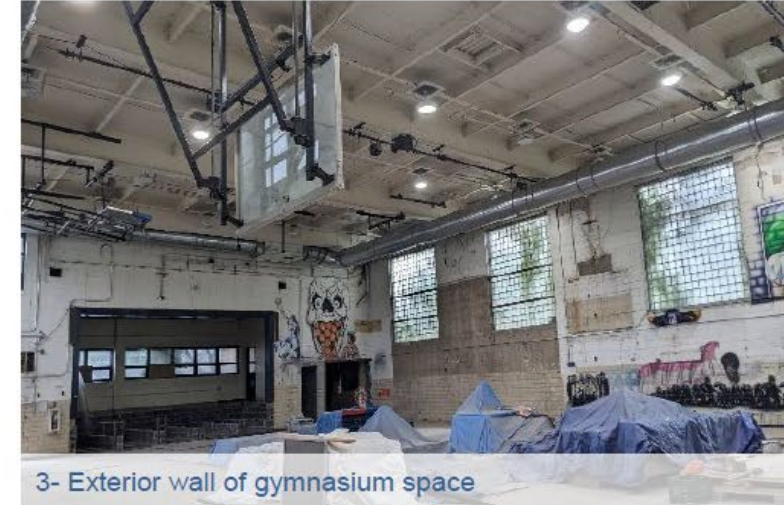
BROWNSVILLE REC CENTER INTERIOR



1-General condition on ground floor with exposed historic finishes and exposed steel and new ductwork



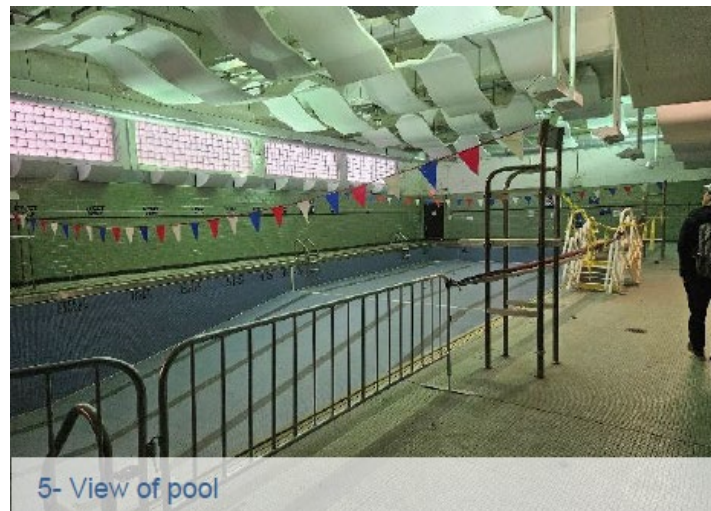
2-Finishes and murals visible in former gym space



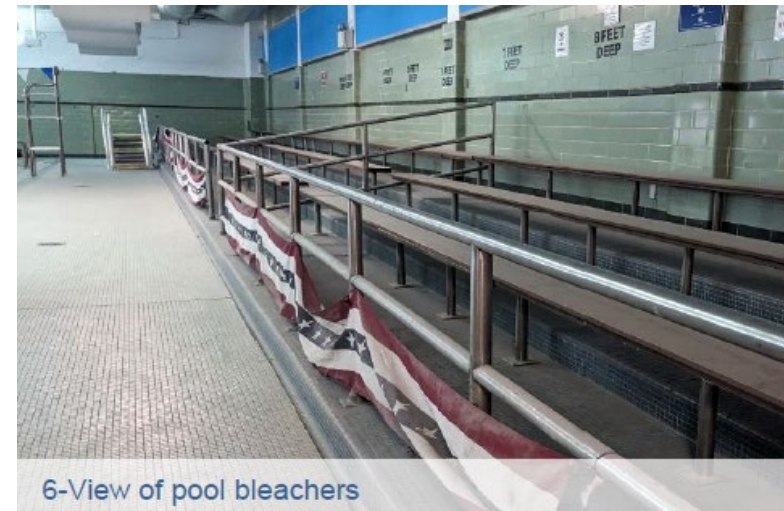
3- Exterior wall of gymnasium space



4-Intersection of 1952 and 1956 buildings reflecting exposed exterior brick from 1952 building



5- View of pool



6-View of pool bleachers



Department of
Design and
Construction

GENERAL PROCUREMENT

Justin Bauer

Director

Alternative Delivery, ACCO



HOUSEKEEPING REMINDER



Please be sure to sign in. Attendance will be taken using the Microsoft Form link provided in the Teams chat.

The Pre-Submission Conference attendance sheet, as well as questions and answers from this conference, and this PowerPoint presentation will be made available through PASSPort.

PASSPORT



Procurement and Sourcing Solutions Portal (PASSPort) - Disclosure Filing

- All organizations, including legally formed joint ventures, must create a PASSPort account to submit disclosure applications.

(For unformed Joint Ventures, refer to Exhibit B, Part B-2, A.iii)

- Proposers that have not submitted an online disclosure application with NYC Mayors Office of Contract Services are required to do so at least seven (7) days prior to the SOQ Due Date.

PASSPort link: <https://www.nyc.gov/site/mocs/passport/about-passport.page>

ONLY online filings through PASSPort will be accepted.

REQUEST FOR QUALIFICATIONS: **INQUIRIES**



Inquiries must be submitted via link (provided in the RFQ) not later than the RFI deadline: **July 17, 2026**

Inquiries must be submitted to:

<https://forms.office.com/g/gsDZsX8jT2>

REQUEST FOR QUALIFICATIONS: RFQ



DDC intends to short-list up to three (3) most highly qualified Proposers. The short-list will be announced on our website.

Vendors interested in subcontracting for this project are encouraged to visit our website and submit your firm's information using the link below.

The submitted information will be compiled into a directory and published on DDC's website to support subcontracting opportunities.



<https://designbuild.ddcanywhere.nyc/?SearchString=&ProjectStatus=All-Current-PRJs>

NYC DDC - Alternative Delivery Projects

Current Opportunities

**PV302BPH2 - CM Build
Services for Snug Harbor,
Staten Island Museum**

**P-216BVRC - Design Build for
Brownsville Recreation Center**

**LQCA19WSD - Woodside
Library Branch Major
Renovation**

SEARCH

RESET

Sign In

Register for DDC Anywhere

P-216BVRC - Design Build for Brownsville Recreation Center

CLICK HERE FOR LIST OF INTERESTED SUBS/SUPPLIERS



CLICK HERE TO OPEN INTERESTED SUB/SUPPLIER ENTRY FORM

Request for Qualifications (RFQ)

- Request for Qualifications - Last Updated: 6/5/2026 

A "list of interested vendors" and Pre-submission Conference attendees will be made available on DDC's website for participation opportunities

REQUEST FOR QUALIFICATIONS: SOQ REQUIREMENTS



Review Exhibit B Part 2 and Part 4 of the RFQ for SOQ submission requirements.

Exhibit B Part 2.A.ii details how submissions should be submitted

SOQ forms can be found in Exhibit E of the RFQ

4. PART B-4: SOQ CHECKLIST AND PAGE COUNT

Provide the following items in the order and format described below. Specific requirements are set forth in Part B-2 of this Exhibit B.

"One page" refers to one side of an 8.5" x 11" sheet.

A. Document 1: SOQ

Contents	Page Limit
☐ Cover Page	1 page
☐ Table of Contents	1 page
☐ Cover Letter	1 page
☐ Fundamental Qualifications (Tab 1)	
☐ SOQ Checklist (this form)	2 pages
☐ Equal Opportunity Employer Statement	1 page
☐ Construction Employment Report Compliance Statement (Refer to Exhibit E)	1 page
☐ Iran Divestment Act Form (Exhibit E)	1 page
☐ Letter of Commitment from Surety	1 page
☐ Safety Questionnaire (Exhibit E)	No limit
☐ Financial Questionnaire (Exhibit E)	
☐ Conflicts of Interest	
☐ Acknowledgement of Addenda Form (Exhibit E)	
☐ Legal Structure	
☐ Teaming Agreement	
☐ DB Team Qualifications Form (Exhibit E)	
☐ NYSDOL Public Works Contractor Agency	
☐ Project Experience and Past Performance (Tab 2)	



☐ Project Experience Overview	2 pages
☐ Reference Project Information Form (Exhibit E)	2 pages
☐ Reference Project Relevancy Form (Exhibit E)	2 pages
☐ Reference Project Description and Drawings/Images	2 pages/project
☐ Reference Project Owner Evaluations (Optional)	1 page/project
☐ Key Personnel and Team Organization (Tab 3)	
☐ Team Introduction and Organizational Chart	2 pages
☐ Project Team Summary Form (Exhibit E)	2 pages
☐ Resumes	2 pages /person
☐ Project Understanding and Approach (Tab 4)	NTE 5 pages
☐ Partnership and Collaboration	
☐ Project Understanding	
☐ Comments on Project Information (Optional)	
☐ M/WBE Program Experience and M/WBE Approach (Tab 5)	
☐ M/WBE Program Experience Form (Exhibit E)	
☐ M/WBE Approach	4 pages

B. Document 2: Doing Business Data Form

Contents	Page Limit
☐ Doing Business Data Form (Exhibit E)	2 pages

REQUEST FOR QUALIFICATIONS: **SOQ SUBMISSION**



SOQs must be submitted electronically in PASSPort, no later than:

August 12, 2026 at 2:00pm

The proposer's submissions must be in accordance with **Exhibit B** of the RFQ, consisting of **THREE (3) separate files**:

1. Statement of Qualifications (SOQ)
2. Doing Business Data Form (DBDF)
3. NYSDOL Public Works Contractor Registry

Vendors are required to submit all items as indicated on **Exhibit B-4, SOQ Checklist and Page Count** to ensure their submittals are complete.

REQUEST FOR QUALIFICATIONS: KEY DATES



Procurement Process	Timeline
RFQ Release	June 5, 2026
RFQ (Step I) Questions and Comments Due	July 17, 2026
Register w/ PASSPort No Later Than	August 4, 2026
Statement of Qualifications Due	August 12, 2026
Shortlisted Teams Announced	September 21, 2026
Issue Draft RFP (Step II)	4th Quarter 2026
Proposal Due	1st Quarter 2027
Contract Award	2nd Quarter 2027
Notice to Proceed	3rd Quarter 2027

REQUEST FOR APPROVAL OF SUBCONTRACTOR / SUBCONSULTANT



- **Who is a Subcontractor/Subconsultant?**
 - Any vendor performing any type of work for the project beyond just supplying a purchased good. This includes any vendor performing any work at the actual site or remotely. This does NOT include suppliers that are only providing purchased items or equipment. Trucking, if hired separately from the supplier, is a subcontractor and must have a RFAS submitted.
 - All Subs are required to be approved prior to starting work. That includes all subs identified in a bid or proposal.
- **RFAS Process** – Upon the release of ‘Award Notice’, the vendor can start RFAS process. This requires the submission in PASSPort and the PDF form to the respective Program Team
 - Prime Fills Out Form
 - Program Performs Initial Review
 - ACCO Performs Integrity Review

RFAS FORMS AND GUIDE

All RFAS Forms and the Guide can be found on the DDC website under Vendor Resources.

<https://www.nyc.gov/site/ddc/contracts/vendor-resources.page>

The vendor must submit all required backup documentation listed on the RFAS PDF form if it is applicable.

Important Note: In PASSPort - The Sub Requested Start and End Date must be within the Contract Duration. On the RFAS PDF - The Sub Start and End Dates should be the anticipated dates they are expected to perform work.



NYC PIP entry required before submission to ACCO

Request for Approval SUBCONTRACTOR



Guide to Completing RFAS

ALL Tier Subcontractors/Subconsultants

A subcontractor/subconsultant is not permitted to start work until APPROVED by DDC ACCO's office. A prime contractor that employs a sub prior to approval shall not be compensated for work performed by that sub and may be subject to sanctions including, but not limited to, initiation of default proceedings.

The Prime Contractor shall submit a completed original Request for Approval of Subcontractor/Subconsultant (RFAS) form & all required documents to the DDC Public Buildings Project Manager or Infrastructure liaison at least 30 days prior to the scheduled subcontract work start date. Primes are required to submit an electronic request for subcontractor/subconsultant approval on their contract in the NYC PASSPort database. This is in addition to the RFAS form which must be submitted to DDC for review. This requirement are for all subcontractor/subconsultant tiers and subcontractor/subconsultant dollar value.

Subcontractor/Subconsultant Documents Required with RFAS submission

References: A list of three (3) comparable projects, satisfactorily conducted by the sub, with a description of each project, scope of work, value of project, location thereof, names and phone numbers of owners and architect or engineer who supervised the work must be submitted to DDC with the RFAS (For review by DDC PB PM/Infra Staff)

PASSPort: When the subcontract amount OR the sub's aggregate business with the City during the preceding twelve (12) months is equal to or exceeds \$250,000, a Vendor and Principal Questionnaires must be completed on-line in the Mayor's Office of Contract Services (MOCS) PASSPort database. See MOCS website for instructions/forms www.nyc.gov/PASSPort.

SBS DLS: Division of Labor Services instructions and forms are included in the Bid Booklet and can be found on the NYC SBS DLS website <https://www.nyc.gov/site/sbs/businesses/contract-compliance.page>

A construction subcontractor must submit a completed SBS DLS Construction Employment Report (CER) when the subcontract amount is equal to or exceeds \$750,000. A "Less than \$750,000 Subcontractor Certificate" must be completed on-line on the DLS web-page.

A subconsultant must complete SBS DLS "Less than 50 Employees" Certificate when their subconsulting agreement value exceeds \$100,000 and your company at all of its facilities employs fewer than 50 employees. Please see the NYC DLS website on the processing requirement for its forms.

FLA: For all construction projects subject to a Project Labor Agreement, an original Letter of Assent must be submitted to DDC with the RFAS.

NYS DOL: For subcontractor/subconsultant whose trade is subject to NYS Labor Law Article 8, a copy of the entity's NYS Certification of Contractor Registration license must be submitted to DDC with the RFAS. <https://dol.ny.gov/contractor-and-subcontractor-registry-leading>

Internal Agency Instructions & Procedures

Upon receipt of the RFAS, the PB PM/Infra liaison shall review the RFAS package for completeness, references, etc. If the PB PM/Infra liaison denies the RFAS, it is their responsibility to promptly inform the Prime of the decision within a reasonable time. If the PB PM/Infra liaison grants the sub, the PB PM/Infra liaison must sign off on the 2nd page of the RFAS before forwarding the RFAS package to ACCO's Vendor Integrity Unit for review. The RFAS must be sent as a PDF via email to DDCRFAS@ddc.nyc.gov.

If the identified service requires a professional or NYS license or certificate to perform the work, it should be attached to the RFAS at time of submission.

If the contract identifies asbestos services by a subcontractor, a copy of the subcontractor liability insurance ACORD form must be attached to the RFAS at time of submission. Please refer to Article 22 in Schedule A of the contract.

The ACCO's Vendor Integrity Unit will review the sub's overall business integrity and compliance with PASSPort, Executive Order 50, and Local Law 1, as per the contract.

ACCO will issue the final Approval or Denial. The original RFAS will be returned to the PB PM/Infra liaison who will subsequently notify and return the original RFAS to the Prime. Also the Prime can view the PASSPort entry status.

Project Information		
☐ Infrastructure	☐ Public Buildings	☐ Safety & Site Support
S136-383N	Oluwale Odenusi, Project Manager	
GAPIS/Project ID Number	DDC Project Manager/DDC name	
20228806421	7183912171	5/245-B
Contract Registration Number	Phone Number	Cubicle Number
Task Order Number	PIN Number	

Avenue D, Brooklyn

☒ 1st Tier or ☐ 2nd Tier

0000830860

Vendor Customer Number

CCarotenuto@midcityec.com

Email Address

Brooklyn NY 11223

City State Zip Code

01/06/2025 12/31/2025

Start Date (MM/DD/YYYY) End Date (MM/DD/YYYY)

☐ N/A

☐ Uploaded into PASSPort

Attached

reported this subcontract information correctly in PIP, using an "active" vendor customer number.

11/14/2024

Signature Date (MM/DD/YYYY)

or ☐ 1st-Tier Subcontractor

silvio@losardo.net

Email Address

Brooklyn NY 11208

City State Zip Code

and has provided all necessary documentation for certifications and Labor agreements indicated; has adequate a job; has appropriate technical experience; that all operations are covered by a sufficient amount of insurance; is work to which the subcontract relates.

contract, and that the information supplied here is true.

w 1 has been submitted.

11/15/24

Date (MM/DD/YYYY)

PROJECT MANAGER

Title



**Department of
Design and
Construction**

PROJECT PROCUREMENT

**Sarah Oakes
Deputy Director
Alternative Delivery**

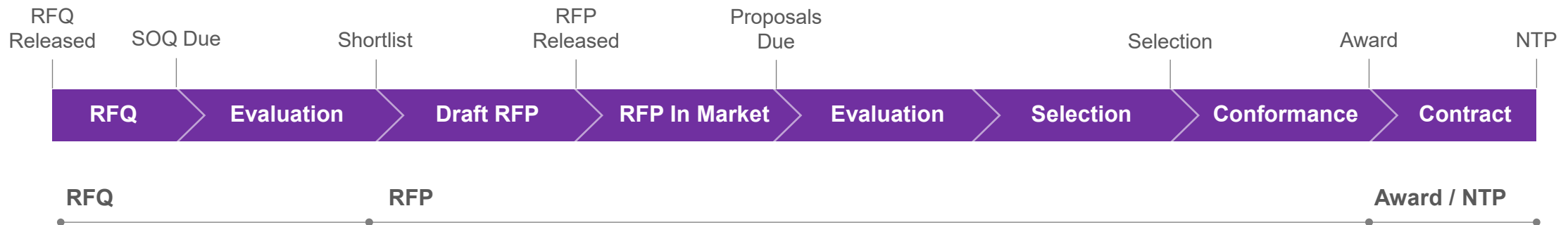


DESIGN-BUILD PROCUREMENT OVERVIEW



Design-Build Two-Step Procurement

- DDC will utilize a **two-step, best value selection** that significantly prioritizes design, quality, qualifications and experience along with the proposed price



DB PROCUREMENT OVERVIEW: RFQ



RFQ and SOQ – Overview and Goals

- This RFQ is the **first step** of the two-step procurement
- The intent of the RFQ is to shortlist the **most highly qualified** Proposers
- Proposers provide a **Statement of Qualifications (SOQ)** in response to the RFQ



DB PROCUREMENT OVERVIEW: RFQ



RFQ and SOQ – Overview and Goals

- Per Exhibit B-2, DDC will shortlist **up to three Proposers** based on their SOQ submission
- Requirements for the SOQ are contained in RFQ **Exhibit B** and **Exhibit C**



DB PROCUREMENT OVERVIEW: RFP

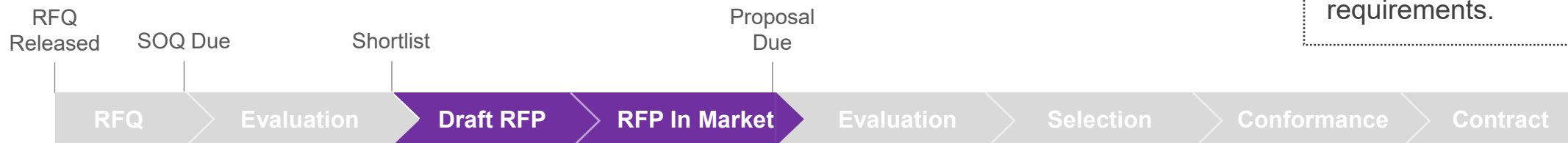


RFP: Second Step of Procurement

- **At the RFP step**, DDC will release:
 - Scoping Documents, including detailed information on project requirements
 - Draft Design-Build Agreement
- There will be a **stipend** for this project of \$321,900k per Proposer

HINT

Exhibit B-3 includes a detailed RFP lookahead, including a list of anticipated proposal requirements.



DB PROCUREMENT OVERVIEW: RFP

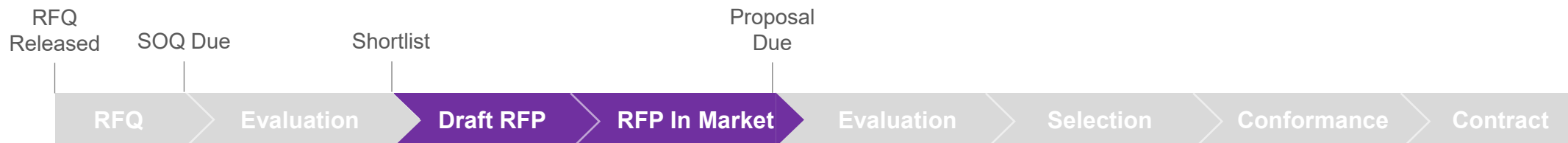


RFP Lookahead

- **During the RFP in-market stage**, there will be 3 anticipated collaborative dialogue meetings with each Proposer
- **As part of the proposal**, DDC will require deliverables that represent a **thoughtful, comprehensive approach** to executing the work, including schematic-level investigations, construction schedule, and project plan

HINT

Exhibit B-3 provides more details regarding RFP and collaborative dialogue meetings



STATEMENT OF QUALIFICATIONS (SOQ)



SOQ Overview and Goals

- In response to the RFQ, proposers provide a **Statement of Qualifications (SOQ)**
- The intent of the SOQ is to demonstrate the team's ability to **undertake the complete design and construction work** for the project



STATEMENT OF QUALIFICATIONS (SOQ)

SOQ Requirements



Requirements for the SOQ are contained in the following sections of the RFQ:

- RFQ **Exhibit B** - Project-specific procurement information and submission requirements
- RFQ **Exhibit C** - Project information and requirements

HINT

Exhibit B-4 includes a comprehensive checklist of submission requirements.

STATEMENT OF QUALIFICATIONS (SOQ)

SOQ Response Tabs



The SOQ is organized into five tabs, as detailed in **RFQ Exhibit B**:

- Tab 1 – Fundamental Qualifications
- Tab 2 – Project Experience and Past Performance
- Tab 3 – Key Personnel and Team Organization
- Tab 4 – Project Understanding and Approach
- Tab 5 – M/WBE Program Experience and M/WBE Approach



SOQ REQUIREMENTS

Tab 1: Fundamental Qualifications

The intent of Tab 1, **Fundamental Qualifications**, is to review the fundamental qualifications of each Proposer, including:

- Equal Opportunity Employer Statement
- Construction Employment Record
- Legal structure
- Teaming agreements
- DB Team Qualifications



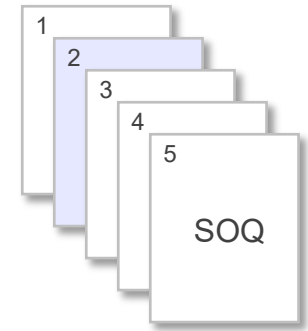
SOQ REQUIREMENTS

Tab 2: Project Experience and Past Performance



The intent of Tab 2, **Project Experience and Past Performance**, is to describe the team's collaborative approach to design build, including:

- Project Experience Overview
- Preferred and Desired Experience
- Reference Project Information Form
- Reference Project Relevancy Form
- Reference Project Description and Images

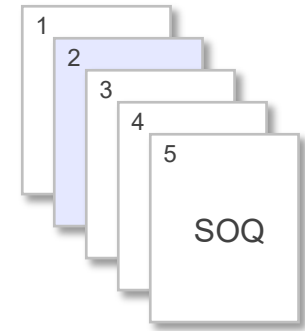


SOQ REQUIREMENTS

Tab 2: Project Experience and Past Performance



- Reference projects should **collectively represent the work of the DB team members**, including the work of the Designer and the work of the Builder, and are **not required to represent prior experience working together**
- At least two projects must represent the work of the Design Lead and at least two representing the Designer-of-Record



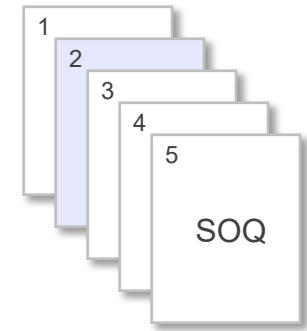
SOQ REQUIREMENTS

Tab 2: Preferred Project Experience



Provide **at least 6 reference projects** reflecting the following **Preferred Experience**:

- LEED Certification Gold V4
- Demonstrate experience with schedule oversight, budget management, safety, and QA/QC
- Demonstrate experience managing projects in occupied or urban environments, including logistics in planning, traffic management, and community outreach.
- Experience demonstrating knowledge of OSHA Regulations and Industry Best Practices.
- Construction phasing to ensure continuous operation of the site with minimized impact and disruption while preserving viable environmental assets, such as existing trees, shrubs, watersheds, and native soils, while integrating local elements into a cohesive Project.
- Innovative and adaptable design and construction solutions for issues similar to those for the Project
- Resilient facility utilizing durable construction and materials demonstrated to be easily maintained over the building's useful life



HINT

Exhibit B-2 provides a list of Preferred and Desired Experience for the project.

SOQ REQUIREMENTS

Tab 2: Desired Project Experience



Reference projects may also reflect the following **Desired Experience**:

- Demonstrate experience with at least two (2) new building projects over 65,000 square feet or above within the five boroughs of New York.
- Projects successfully completed using alternative delivery methods in which the design and construction personnel collaborated throughout project delivery. This may include DB or DB-based delivery or other alternative approaches.
- Demonstrate familiarity with emerging construction technologies such as BIM, low emission energy equipment per Executive Order 23, etc.



HINT

Each Reference Project can reflect **multiple types** of Preferred and Desired Experience.

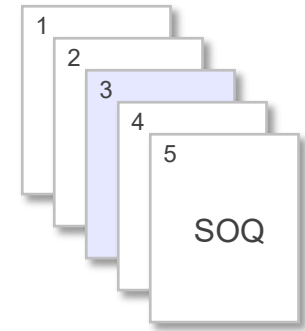
SOQ REQUIREMENTS

Tab 3: Key Personnel and Team Organization



The intent of Tab 3, **Key Personnel and Team Organization**, is to demonstrate that all Key Personnel have the qualifications, expertise, experience, resources, and competence required, including:

- Team Introduction and Organization Chart
- Project Team Summary Form
- Identification and Resumes of Key Personnel



HINT

Exhibit B-2 provides a list of Key Personnel required for the Project, including qualifications.

SOQ REQUIREMENTS

Tab 3: Key Personnel and Team Organization



- At the RFQ step, **not all team members required for the project** will be identified.
- This allows shortlisted proposers to **expand their teams at the RFP step** to include other roles necessary to complete the work, allowing additional qualified subconsultants and subcontractors to **partner with shortlisted teams**.



SOQ REQUIREMENTS

Tab 3: Key Personnel and Team Organization



- **Major Participants** are the Proposer (including each member firm if the Proposer is a joint venture), the Designer, and the Builder.
- **Key Personnel** are personnel identified as such in the RFQ and RFP. They **must be employed or contracted by the Design-Builder** and **may not be on more than one proposing team** on either step of the procurement.



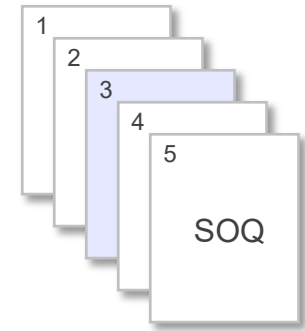
SOQ REQUIREMENTS

Tab 3: Key Personnel and Team Organization



Key Personnel Required:

- Design-Build Project Executive
- Design-Build Project Manager
- Construction Project Manager
- Integration Manager
- Design Lead
- Project Designer-of-Record
- Sustainability Specialist
- Community Engagement Specialist



HINT

Exhibit B-2 provides a list of Key Personnel and Other Personnel required for the Project, including qualifications.

SOQ REQUIREMENTS

Tab 3: Key Personnel and Team Organization



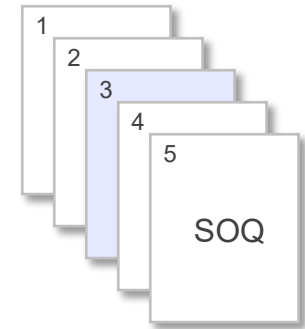
Key Personnel Required:

- Design-Build Project Executive
- Design-Build Project Manager
- Construction Project Manager
- Integration Manager
- Design Lead
- Project Designer-of-Record
- Sustainability Specialist
- Community Engagement Specialist

May be the same individual

May be the same individual

May be the same individual



HINT

Some key roles may be filled by the same individual, as noted in **Exhibit B-2**.

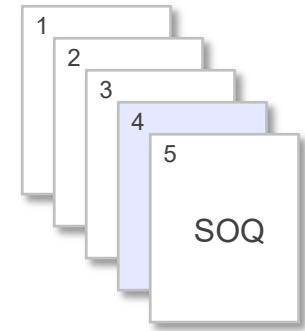
SOQ REQUIREMENTS

Tab 4: Project Understanding and Approach



The intent of Tab 4, **Project Understanding and Approach**, is to describe the team's collaborative approach to design-build and demonstrate that the team possesses the design approach and management strategy required to provide design-build services for the Project, including:

- Partnership and Collaboration
- Project Understanding
- Comments on Project Information (Optional)



HINT

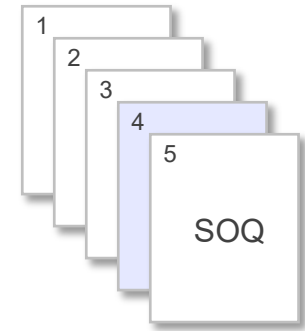
Reference Projects should include involvement by **Major Participants and Key Personnel**

SOQ REQUIREMENTS

Tab 4: Project Understanding and Approach



- Partnership and Collaboration demonstrates the team's **approach to ensuring successful collaboration** among members of the DB team.
- This includes the **rationale for teaming, approach to partnership,** and may include a history of **past working relationships** where applicable.



HINT

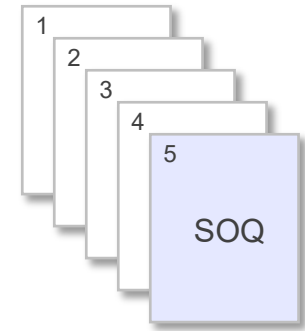
DB team members are not required to have worked together in the past but should describe their approach to **building a successful partnership.**

SOQ REQUIREMENTS



Tab 5: M/WBE Program Requirements and M/WBE Approach

The intent of Tab 5, **M/WBE Program Requirements and M/WBE Approach**, is to demonstrate the team's approach to meeting M/WBE goals during **design and construction**



SOQ EVALUATION

Evaluation Factors and Weighting



Per Exhibit B-2, DDC will shortlist **up to three DB firms** based on the following:

Qualitative Evaluation Factors	Weighting
Tab 1 – Fundamental Qualifications	Pass/Fail
Tab 2 – Project Experience and Past Performance	25%
Tab 3 – Key Personnel and Team Organization <i>Sub-weighting for Design Lead</i>	30% 10%
Tab 4 – Project Understanding and Approach	35%
Tab 5 – M/WBE Program Experience and M/WBE Approach	10%

HINT

Only if an SOQ passes all pass/fail eval factors will it be evaluated using the qualitative eval factors

HINT

SOQ Tabs 2-5 include materials evaluated with qualitative evaluation factors

HINT

Exhibit B-1 lists the weighting of qualitative evaluation factors for this project.



Department of
Design and
Construction

M/WBE REQUIREMENTS

Elaine Kao

M/WBE Outreach & Compliance Analyst
Office of Diversity and Industry Relations



Minority & Women-Owned Business Enterprises: Participation Requirements



Design-Build Legislation

The legislation that authorizes DDC to use Design-Build as a capital project delivery method provides additional tools or opportunities to engage the M/WBE community in City capital projects.

M/WBE Participation goal will be as follows:

- 30% of the Design Cost
- 30% of the Construction Cost

There is a disaggregated breakdown of:

- 10% Black American
- 10% Hispanic American
- 10% Unspecified

Firms will **not** be allowed to submit pre-proposal and pre-award waivers.

The Office of Diversity and Industry Relations will monitor performance against M/WBE goals throughout the life of the project. We will work closely with the design-builder to make sure that they meet the goals.

Minority & Women-Owned Business Enterprises: Participation Requirements



In order to facilitate meeting targets while maintaining a robust vendor pool, the Design-Build Program:

- Allows for the use of **state-certified M/WBEs** in addition to city-certified M/WBEs
- **Eliminates any tier restrictions** on eligible M/WBE participation
- **Counts suppliers** at 60% of the subcontract value

Minority & Women-Owned Business Enterprises: Participation Requirements



M/WBE Requirement can be achieved by:

1. M/WBE Prime Vendor
2. Qualified M/WBE Joint Venture
3. M/WBE Subcontractor(s)

New York City Department of Small Business Service certified M/WBE firms listed at: <https://sbsconnect.nyc.gov/certification-directory-search/>

New York State certified MWBE firms listed at: <https://ny.newnycontracts.com//>

QUESTIONS?





**Department of
Design and
Construction**

THANK YOU!

Zohran Mamdani
Mayor

Paul A. Ochoa
Commissioner

