

**ADDENDA ACKNOWLEDGEMENT**

**IFB # V- 1156 – Manufacture and Install new Bus Stop Signs**

**Addendum Number**   1  

**Date:**  March 1, 2013 

To Prospective Proposers:

The purpose of this addendum is to answer twenty-six (26) questions and to make revision in the above-referenced Invitation for Bids (IFB) wherein the following additions are hereby incorporated as attachment:

- Added Sign graphics - General layout only.
- Added Equal Employment Opportunity form and Affirmative action policy on Bidder's company letter head.
- Fastener specification revision.

All other provisions and requirements as originally set forth, except as amended by previous addendum, remain in full force and are binding.

By dating, signing, and returning this page with your bid submittals, the Proposer acknowledges receipt of Addendum No. 1.

**Company Name:** \_\_\_\_\_

**Company Rep. Name:** \_\_\_\_\_

**Authorized signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**NOTE: It is required that this Addenda Form be completed with Proposer name and signature and returned with your submittal. Failure to do so will indicate that you are not bidding to the updated information and your bid may be deemed non-responsive, and therefore disqualified.**

**Any questions related to or completing this form should be addressed to Najeem Ahmad: Najeem.Ahmad@veoliatransdev.com, as identified in the solicitation.**

**Revision to Specifications**

**Page 2 of section 6 – Scope of work and technical specification - Fasteners:**

Quantity is proportional to number of signs

Bolts shall be stainless steel, SAE J429 Grade 8 or better, fully threaded, rust-proof coated.

2 bolts 3/8 inch x 2 3/4 inches, hex head.

2 washers ASTM F8414 7/8 inch, rust coated.

Lock washers 5/16 inch, rust coated.

Nut Grade DH ASTM A563 3/8 inch, hex head, rust coated.

Stainless steel lag screws, SAE J429 (2 3/8 inch), rust-proof, where applicable (telephone pole applications).

**Revision: Page 2 of section 6 is revised to read:**

**Scope of work and technical specification - Fasteners:**

Quantity is proportional to number of signs

Bolts shall be stainless steel grade 316 or better, fully threaded, rust-proof coated.

2 bolts 3/8 inch x 2 3/4 inches, hex head.

2 washers ASTM F8414 7/8 inch, rust coated.

Lock washers 5/16 inch, rust coated.

Nut Grade DH ASTM A563 3/8 inch, hex head, rust coated.

Stainless steel lag screws, SAE J429 (2 3/8 inch), rust-proof, where applicable (telephone pole applications).

Note: Fastener specifications are subject to sign plates. Specifications provided are general.

**Question and Answers**

**Q1:** If there is a text change between the old and the new signs, is the Contractor responsible for supplying the text change?

**A1:** No, Veolia (and not the Contractor) will provide all text/graphics, including changes.

**Q2:** Will the Contractor need to create a file for each sign, including info as to sign location, etc.?

**A2:** Veolia will provide samples but Contractor is responsible to create a Microsoft Excel file for each route which includes location of each sign, and exact sign content.

**Q3:** Are we (Contractor) required to install new stanchions or poles for the new signs?

**A3:** No. If a new stanchion is needed, contractor should notify such need to PM and Veolia will manage such installation(s).

**Q4:** Are there two-sided signs? It appears IFB requires an imprint on both sides of certain signs?

**A4:** The specification in this IFB does not require double-sided signs. If we locate any references to double-sided printed signs in the IFB, we will strike them via Addendum.

**Q5:** Do we (Contractor) need to supply new hardware?

**A5:** Yes, new hardware is to be furnished in accordance with specifications in the IFB. Existing hardware is largely unusable due to rust and corrosion, and Veolia will not approve it for use.

**Q6:** Should we (Contractor) charge sales tax to Veolia?

**A6:** Yes. Sales taxes apply to this IFB.

**Q7:** Will the labor used to remove or install signs requires payment at Prevailing Wages Rates?

**A7:** Yes, in accordance with current NYSDOL Prevailing Wage Rate Schedule (PWRS) within Article 8. A PWRS copy is contained in the IFB.

**Q8:** Will the labor used to perform bus route surveys requires payment at Prevailing Wage Rates?

**A8:** If labor performing bus route surveys are classified as supervisory or management – then, No.

**Q9:** Is the classification of Prevailing Wage Rates considered sheet metal work?

**A9:** We are speaking with the department of labor (NYSDOL) re job classification(s). They have informed us the de-installation & installation labor portions of this project fall within Article 8. We encourage you to contact your local NYSDOL office for advice.

**Q10:** Does the contractor need or not need a bid bond for this contract?

**A10:** No. Bonding is not required for this project.

**Q11:** Is the Hempstead-to-Jamaica Bus Route considered one (1) whole, entire route?

**A11:** Yes. As an example, NICE Bus routes run in the area marked between Eastern Queens to Western Suffolk, with multiple hubs located across Nassau County.

**Q12:** Is there a height restriction on these signs?

**A12:** We do not plan to mount signs any higher than what is currently in place.

**Q13:** Can you have a combination of 9 routes listed on 1 sign?

**A13:** Yes, if they will fit. And if the signs will not mount to Project Managers satisfaction, we will look to combine multiple signs on one stanchion, or open up to produce a good result. As the contractor, you are not permitted to modify font of size to accommodate additional routes.

**Q14:** Can we manufacture as many signs as we want at one time?

**A14:** You can manufacture as many signs as you want, but the signs cannot be mounted until the Project Manager approves the graphics.

**Q15:** Can we manufacture all the signs at once, and install them all at one time?

**A15):** We prefer a “leap frog” method, as described today. Our requirement is to furnish and install selected routes as they become identified. You can have as many survey/ installation teams as you may need.

**Q16:** There are 48 routes. We are working in the blind without having a survey of the signs beforehand to help us determine a price.

**A16):** It is your responsibility to use the documentation provided in the IFB (including archive bus route signs) and to spot-check signs along the actual bus route in order to help project and formulate your own price assessment on a per-sign basis as described in the IFB/Bid Sheet.

**Q17):** Are the signs direct attachments using fasteners? Are there any Z-signs/straps or bandings?

**A17):** Yes, they are direct attachments.

**Q18:** Are there liquidated damages in this contract?

**A18:** There are no liquidated damages tied to performance in this contract.

**Q19:** What happens if this project extends past the 18 month time line? It will take a lot of time to provide layouts for each sign.

**A19:** We do not anticipate the project extending or exceeding past the 18 month time line. Your layouts can be comprised of a simple Microsoft Excel spreadsheet including basic headers, sign destination, location, street, etc. And we are re-emphasizing that Location& Destination are two different items!

**Q20:** Is all the information to be depicted on the signs identical? Just the bus numbers are changing?

**A20:** Yes. The header and the footer of each sign are identical and will remain the same. The middle section depicting the Route Numbers and Names will change.

**Q21:** There are different methods to create these signs. Can we use any method we want?

**A21:** It has to be able to withstand the elements and be in compliance to the specification, including the warranty periods.

**Q22:** Must we (Contractor) provide a prototype sign? And if so, is a prototype required with bid submittal?

**A22:** Yes you are required to provide a prototype sign, however it is not required with bid submittal. Rather, it will be requested from the low responsive and responsible bidder prior to contract award.

**Q23:** Is attendance at today’s Pre-Bid Conference mandatory?

**A23:** No, it is not mandatory to attend today’s (Tuesday, February, 19, 2013) Pre-Bid Conference.

**Q24:** As long as the sign meets the requirements of the warranty specification, should we (Contractor) be fine?

**A24:** Your bus stop sign must fully comply with the Technical Specifications in the IFB.

**Q25:** Please clarify which hardware you prefer your specifications mention stainless steel, and yet you say SAE J429 Grade 8 which is Steel. Stainless steel and grade 8 bolts are made of different metals. They also offer two very different levels of strength. Grade 8 bolts are comprised of medium carbon alloy steel. Grade eight bolts have been hardened more than any other bolt grade. This bolt is used in high demand applications such as automotive suspensions. Grade 8 is the highest rating on the bolt-rating chart. Stainless steel bolts do not have an indicated proof load. Grade 8 bolts have a proof load of 120,000 pounds per square inch. The minimum strength of stainless steel bolts is 40,000 to 90,000 psi. The minimum strength of grade 8 bolts is 130,000 psi. Grade 8 bolts are much stronger than stainless steel.

**A25:** We prefer stainless steel grade 316 fully threaded, rust proof coated. Fastener specifications are subject to sign plates. Specifications provided are general.

**Q26:** Can you please provide a better file for typical sign layout as we cannot read fine print below bus numbers. Also, is the fine print the same throughout all signs, will they change for every location?

**A26:** See sign layouts in the attachment. All print between the header and footer will remain the same. Routes numbers and direction will change for each route.

**EQUAL EMPLOYMENT OPPORTUNITY**

**EMPLOYER INFORMATION REPORT EEO-1**

**SECTION A - TYPE OF REPORT**

1. Indicate by marking in the appropriate box the type of reporting unit for which this copy of the form is submitted (MARK ONLY ONE BOX.)

- |  |  |
|--|--|
| <p>(1) <input type="checkbox"/> Single-establishment Employer Report</p> | <p>Multi-establishment Employer:<br/>                 (2) <input type="checkbox"/> Consolidated Report (Required)<br/>                 (3) <input type="checkbox"/> Headquarters Unit Report (Required)<br/>                 (4) <input type="checkbox"/> Individual Establishment Report (submit one for each establishment with 50 or more employees)<br/>                 (5) <input type="checkbox"/> Special Report</p> |
|--|--|

2. Total number of reports being filed by this Company (Answer on Consolidated Report only)

**SECTION B -- COMPANY IDENTIFICATION** (To be answered by all employers)

Office  
Use  
Only

1. Parent Company

a. Name of parent company (owns or controls establishment in item 2) omit if same as above

a.

Address (Number and Street)

b.

City or Town

State

Zip Code

c.

2. Establishment for which this report is filed. (Omit if same as above)

a. Name of establishment

d.

Address (Number and Street)

City or Town

County

State

Zip Code

e.

b. Employer Identification No. (IRS 9-DIGIT TAX NUMBER)

f.

c. Was an EEO-1 report filed for this establishment last year?    1 YES    2 NO

**EMPLOYER INFORMATION REPORT EEO-1  
 SECTION C - EMPLOYMENT DATA**

Employment at this establishment-Report all permanent full-time and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank Spaces will be considered as zeros.

Job Categories	NUMBER OF EMPLOYEES										
	Overall Totals (Sum of Col. B thru K)  A	MALE					FEMALE				
		White (Not of Hispanic Origin)  B	Black (Not of Hispanic Origin)  C	Hispanic  D	Asian or Pacific Islander  E	American Indian or Alaskan Native  F	White (Not of Hispanic Origin)  G	Black (Not of Hispanic Origin)  H	Hispanic  I	Asian or Pacific Islander  J	American Indian or Alaskan Native  K
Officials and Managers 1											
Professionals 2											
Technicians 3											
Sale Workers 4											
Office and Clerical 5											
Craft Workers (Skilled) 6											
Operatives (Semi-Skilled) 7											
Laborers (Unskilled) 8											
Service Workers 9											
<b>TOTAL 10</b>											
Total employment reported in previous EEO-1 report											

NOTE: Omit questions 1 and 2 on the Consolidated Report.

1. Date(s) of payroll period used: \_\_\_\_\_ 2. Does this establishment employ apprentices? 1  Yes 2  No

**EMPLOYER INFORMATION REPORT EEO-1**

**SECTION D -ESTABLISHMENT INFORMATION (Omit on the Consolidated Report)**

1. What is the major activity of this establishment? (Be specific, i.e., manufacturing steel castings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity).

OFFICE  
USE  
ONLY

g.

**SECTION E-REMARKS**

Use this item to give any identification data appearing on last report which differs from that given above, explain major changes in composition or reporting units and other pertinent information.

**SECTION F-CERTIFICATION**

Check 1  All reports are accurate and were prepared in accordance with the instructions (check on consolidated only)  
 One 2  This report is accurate and was prepared in accordance with the instructions.

Name of Certifying Official	Title	Signature	Date
Name of person of contact regarding this report (type or print)	Address (Number and Street)		
Title	City and State	Zip Code	Telephone Number (Including Area Code)

All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S. CODE, TITLE 18, SECTION 1001.



**Affirmative Action Policy**

The Bidder/Proposer agrees to the terms and conditions of non-discrimination as set forth under this Affirmative Action Policy (the "Policy"). The Bidder/Proposer, as a precondition to entering into a valid and binding contract (the "Contract") with Veolia Transportation Services, Inc. ("Veolia"), shall during the performance of the Contract, agree to the following:

- a) The Bidder/Proposer will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, age, disability or marital status. The Bidder/Proposer will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status. The Bidder/Proposer shall make and document its conscientious and active efforts to employ and utilize minority group members and women in the workforce utilized as part of the services to be performed under the Contract. For these purposes, affirmative action shall apply in the areas of recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation.
- b) The Bidder/Proposer shall state in all solicitations or advertisements for employees that, in the performance of the Contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.
- c) After the Contract has been awarded, the Bidder/Proposer shall submit to Veolia a workforce utilization report, in a form and manner acceptable to Veolia, describing the work force actually utilized for performance of the services under the Contract, broken down by specified ethnic background, gender, and Federal Occupational Categories or other appropriate categories as may be specified by Veolia.
- d) The Bidder/Proposer shall submit an Equal Employment Opportunity (EEO) Policy Statement and an EEO-1 form to Veolia prior to the execution of the Contract. The Bidder/Proposer's EEO Policy Statement shall contain, but not necessarily be limited to, and the Bidder/Proposer, as a precondition to entering into this contract, shall, during the performance of the contract, agree to, the provisions set forth in paragraphs a) through c) above. The EEO-1 Form shall reflect Bidder/Proposer information on the ethnic background, gender, and Federal Occupational Categories of the employees to be utilized in the performance of the services under the Contract.
- e) Within sixty (60) days of the execution of the Contract, the Bidder/Proposer shall submit a staffing plan, in a form and manner acceptable to Veolia, which shall contain information on employees projected to work on services to be provided under the Contract. This information must be broken down by specified ethnic background, gender and related job titles.
- f) For construction contracts, after the award of the Contract, the Bidder/Proposer shall submit on a monthly basis, in a form and manner acceptable to Veolia, throughout the life of the Contract, a workforce utilization report which details employee's hours worked in performance of services under the Contract. Such information must be broken down by specified ethnic background, gender and related job titles.
- g) Except for construction contracts, after the award of the Contract, the Bidder/Proposer shall submit on a semi-annual basis, in a form and manner acceptable to Veolia, throughout the life of the contract, a workforce utilization report which details the number of employees that worked in performance of the services under the Contract. Such information must be broken down by specified ethnic background, gender and related job titles. In instances where a Bidder/Proposer's workforce cannot be broken out, the Bidder/Proposer must affirm such and submit, an EEO-1 Form detailing its current workforce.
- h) The Bidder/Proposer agrees to include the language of the provisions of paragraphs (a)-(h) above in every subcontract in such manner that the requirements of the provisions will be binding upon each subcontractor as to work in connection with the Contract, including, without limitation, the requirement that subcontractors shall undertake or continue existing programs of affirmative action to ensure that minority

group members and women are afforded equal employment opportunities without discrimination, and, when requested, provide to the Bidder/Proposer information on the ethnic background, gender, and Federal Occupational Categories of the employees to be utilized for performance of the services under the Contract.

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**nice** NASSAU INTER-COUNTY EXPRESS

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**n17**    
Limited Service  
Rockville Centre / Mercy Medical Center

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**n6/6x**    
Limited Service  
Rockville Centre / Mercy Medical Center

**Legend**

-  Line Connects to LIRR 718-217-5477
-  Line Connects to Subway 718-330-1234
-  All Service is Accessible

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**nice** NASSAU INTER-COUNTY EXPRESS

**n17**



Limited Service

Rockville Centre / Mercy Medical Center

**n20/21**



Limited Service

Rockville Centre / Mercy Medical Center

**n80**



Limited Service

Rockville Centre / Mercy Medical Center

**n6**



Limited Service

Rockville Centre / Mercy Medical Center

**Legend**



Line Connects to LIRR 718-217-5477



Line Connects to Subway 718-330-1234



All Service is Accessible

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**nice** NASSAU INTER-COUNTY EXPRESS

**n17**



Limited Service

Rockville Centre / Mercy Medical Center

**n70/71/72**

Rockville Centre / Mercy Medical Center Limited Service



**n17**



Limited Service

Rockville Centre / Mercy Medical Center

**n54/55**



Limited Service

Rockville Centre / Mercy Medical Center

**n17**



Limited Service

Rockville Centre / Mercy Medical Center

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Limited Service

Rockville Centre / Mercy Medical Center

**Legend**



Line Connects to LIRR 718-217-5477



Line Connects to Subway 718-330-1234



All Service is Accessible

[www.nicebus.com](http://www.nicebus.com) or 516-228-4000

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