

Gilsenan, Michael

From: Smyth, Virginia
Sent: Monday, August 12, 2002 12:55 PM
To: Radhakrishnan, Krish; Gilsenan, Michael
Subject: Bid Letters

These are the letters that Carol is sending out with the bids, FYI. These are the draft copies. She is adding a line to the pre-bid info, stating that attendance is limited to a max of two reps from each company.

-----Original Message-----

From: Ferves, Carol
Sent: Monday, August 12, 2002 12:45 PM
To: Smyth, Virginia
Subject: please review



airmonitoringbids.w indoorairbids.wpd
pd

To: Prospective Bidders
Contract WTC-AMA, WTC-AMB, WTC-AMC, WTC-AMD

From: Carol Fenves
Deputy Agency Chief Contracting Officer

Date: August 12, 2002

Re: Invitation to Bid
Emergency Indoor Air Monitoring Program, Quadrants A, B, C and D
in lower Manhattan

Enclosed you will find the specifications, Information for Bidders, and the New York City Supply and Service Agreement for Contracts **WTC-AMA, WTC-AMB, WTC-AMC and WTC-AMD**, for Indoor Air Monitoring Program for **Quadrants A, B, C and D** in lower Manhattan. Please be advised that the contracts are being let under a Declaration of Emergency. Therefore, the solicitation process will be expedited. Be advised of the following:

1) There is a **MANDATORY Pre-Bid Conference** for the Indoor Air Monitoring Contracts on **Tuesday, August 20, 2002 at 10:00 A.M.** The conference will be held in the Offices of the U.S. Environmental Protection Agency, 290 Broadway, Room 27A, in Manhattan. **Failure to attend the pre-bid conference will result in a determination of non-responsiveness and a rejection of your bid.**

2) The Bid Opening Schedule is as follows:

Contract WTC-AMA: Monday, August 26, 2002 @ 11:30 A.M.

Contract WTC-AMB: Monday, August 26, 2002 @ 2:30 P.M.

Contract WTC-AMC: Tuesday, August 27, 2002 @ 11:30 A.M.

Contract WTC-AMD: Tuesday, August 27, 2002 @ 2:30 P.M.

All bid openings will take place at **NYCDEP, 59-17 Junction Blvd, 17th Floor, Flushing, New York 11373**. Be sure that your bid is received by the bid opening day and time stated above. **Late bids will not be**

accepted. Be advised that FAX bids are not accepted.

Please ensure that your bid(s) is signed and notarized, and that any alterations on the bid sheet have been initialed by the preparer in ink.

- 3) The Contracts will be awarded to the lowest responsive and responsible bidders for each contract. The apparent low bidder for each contract will be required to submit ORIGINAL insurance certificates showing compliance with all insurance requirements as set forth in Schedule A within 24 hours of being notified by DEP of its low bid. **It is our intention to begin work on September 3, 2002.** Should the low bidder fail to submit the required documents within the 24 hour period, the bid shall be rejected.
- 4) The successful bidder for each contract is required to submit VENDEX Questionnaires or Affidavits of No Change, and you are urged to submit them with your bid.

If you have any questions, please call me at (718) 595-3225.

cc: Smyth, Schiano

To: Prospective Bidders
Contract WTC-ARA, WTC-ARB, WTC-ARC, WTC-ARD

From: Carol Fenves
Deputy Agency Chief Contracting Officer

Date: August 12, 2002

Re: Invitation to Bid
Emergency Indoor Dust Cleaning Program, Quadrants A, B, C and D
in lower Manhattan

Enclosed you will find the specifications, Information for Bidders, and the New York City Supply and Service Agreement for Contracts **WTC-ARA, WTC-ARB, WTC-ARC and WTC-ARD**, for Indoor Dust Cleaning Program for **Quadrants A, B and C and D** in lower Manhattan. Please be advised that the contracts are being let under a Declaration of Emergency. Therefore, the solicitation process will be expedited. Be advised of the following:

1) There is a **MANDATORY Pre-Bid Conference** for the Indoor Dust Cleaning Contracts on **Tuesday, August 20, 2002 at 2:00 P.M.** The conference will be held in the Offices of the U.S. Environmental Protection Agency, 290 Broadway, Room 27A, in Manhattan. **Failure to attend the pre-bid conference will result in a determination of non-responsiveness and a rejection of your bid.**

2) The Bid Opening Schedule is as follows:

Contract WTC-ARA: Monday, August 26, 2002 @ 11:30 A.M.

Contract WTC-ARB: Monday, August 26, 2002 @ 2:30 P.M.

Contract WTC-ARC: Tuesday, August 27, 2002 @ 11:30 A.M.

Contract WTC-ARD: Tuesday, August 27, 2002 @ 2:30 P.M.

All bid openings will take place at **NYCDEP, 59-17 Junction Blvd, 17th Floor, Flushing, New York 11373**. Be sure that your bid is received by the bid opening day and time stated above. **Late bids will not be**

accepted. Be advised that FAX bids are not accepted.

Please ensure that your bid(s) is signed and notarized, and that any alterations on the bid sheet have been initialed by the preparer in ink.

- 3) The Contracts will be awarded to the lowest responsive and responsible bidders for each contract. The apparent low bidder for each contract will be required to submit ORIGINAL insurance certificates showing compliance with all insurance requirements as set forth in Schedule A within 24 hours of being notified by DEP of its low bid. **It is our intention to begin work on September 3, 2002.** Should the low bidder fail to submit the required documents within the 24 hour period, the bid shall be rejected.
- 4) The successful bidder for each contract is required to submit VENDEX Questionnaires or Affidavits of No Change, and you are urged to submit them with your bid.

If you have any questions, please call me at (718) 595-3225.

cc: Smyth, Schiano