Announcement of Solicitation

TV Production Studio Renovation
Queens College
Project No. QC040-011

Provide all labor, material and equipment required for the complete renovation of the existing Television Production Studio, approximately 3,250 sq. ft. area at King Hall, Queens College. The new studio will provide state of the art digital equipment and facilities for TV Production classes and the community. Work to include removal of asbestos in designated areas; renovation of the main production studio, prop area, green room, master control room, engineering room, server room and audio productions suite; removal of a tiered floor and installation of a new concrete slab; install new handicap lift; new flooring, painting, lighting, acoustical ceiling. The audio and TV Studio will include soundproofing including acoustic board, rated doors, window and associated seals and sound dampening; a chase for installation of electrical and digital cabling with access panels; new air handling unit system; replacement of all electrical equipment and systems in the existing area including light fixtures, theatrical lighting panelboards, receptacles and connections required to accommodate new equipment. Television Studio equipment purchase and installation/integration will be bid as a separate contract and will be coordinated with General Contractor. Technical specifications are contained in Volume II, Part XI. The estimated cost of construction is between $1,500,000 and $1,700,000.

A pre-bid meeting and site visit has been scheduled for 10:00 A.M., Thursday, January 16, 2014 at Queen College, King Hall – Room 202, 65-30 Kissena Boulevard, Flushing, NY. Bidders, subcontractors and suppliers are strongly encouraged to attend the site visit.

All questions (RFIs) or requests for clarification must be in writing and must be received at cunybuilds@cuny.edu no later than 4:00pm on Tuesday, January 21, 2014. Any questions or requests for clarification received after this time and date will be accepted only at the discretion of CUCF/CUNY.

Bidder is to submit the Bid, executed & sworn; obtain and maintain throughout the term of the Contract, all required licenses, certificates and insurance, performance and payment bonds and agency sign-offs to perform the Contract;
demonstrate that it is an organization doing business for a minimum of three (3) years prior to the Bid Opening Date; Bid Security - 10 percent Bid Bond or a 3 percent Certified check; provide a project reference list demonstrating it has satisfactorily completed at least three (3) different contracts similar in size and scope within the past three (3) years prior to the bid opening date; demonstrate its financial viability; submit NYS Procurement Lobbying Act disclosure form, MWBE Utilization Plan, MWBE & EEO Policy Statement, EEO Staffing Plan, NYS Vendor Responsibility Questionnaire & Attachments and Vendor Disclosure Forms; provide any other information and documents specified in the Bid Documents; MBE GOAL: 12 percent; WBE GOAL: 8 percent.

See the Bid Documents for a complete description of the project scope, bid requirements, schedule and procedures.

The selection of a vendor and submission of additional information, if any, will be made consistent with applicable laws and procedures. This project is governed by the NYS Procurement Lobbying Act (PLA) set forth in State Finance Law Sections 139-j and 139-k. The designated agency contact for this project is Ivy Coughman or Michelle Bent, Contracts Dept.

**Bids Due** by Thursday, January 30, 2014 at 11:00 AM at CUNY, Procurement Services Office, 555 West 57th Street, 16th Floor, Conference Room A, New York, NY 10019. Late bids will not be opened; faxed or emailed bids will not be accepted.

**Bid Documents** are available after 12:00 noon on January 6, 2014 online at [www.cuny.edu/cunybuilds](http://www.cuny.edu/cunybuilds) for download or a CD version may be picked up during business hours at the address below. Proper Identification such as a driver’s license or passport will be required at the lobby entrance to 555 West 57th Street.

**Contact:** Ivy Coughman/Michelle Bent
City University of New York (CUNY)
Procurement Services Office
555 West 57th Street, 16th Floor,
New York, NY 10019
(646) 664-2700
[CUNY.Builds@cuny.edu](mailto:CUNY.Builds@cuny.edu)
[www.cuny.edu/cunybuilds](http://www.cuny.edu/cunybuilds)

Bids will be opened at CUNY’s Offices located at 555 West 57th Street, 16th Floor Conference Room A, New York, NY 10019 on Thursday, January 30, 2014 at 11:30 AM.