

**DATE: 10/29//2021**

## **CONTRACT SOLICITATION NOTICE/PROJECT OVERVIEW**

**MTA-C&D IS NOW ADVERTISING FOR THE FOLLOWING:**

**SSE EVENT#:** 0000369862

**OPENING/DUE DATE:** 11/22/21

**TYPE OF SOLICITATION:** RFP

**DOCUMENT AVAILABILITY DATE:** 10/29/21

**SOLICITATION TITLE:** C81439 Real Estate Relocation Consultant Services - Phase 2 of the Second Avenue Subway ("SAS-2")

**DESCRIPTION:**

Metropolitan Transportation Authority Construction & Development (MTA C&D) is seeking to retain the services of a consultant to provide relocation services to residents and businesses that are permanently or temporarily displaced by the Second Avenue Subway Phase 2 Project("SAS-2"). The SAS-2 project will extend the Second Avenue Subway from 96th Street to 125th Street in Manhattan. MTA C & D is also seeking the consultant to provide an individual to serve as Acquisition Support. In addition to SAS-2, MTA will have the option, from time to time, to add additional projects to the Contractor's agreement. These additional projects are anticipated to be on smaller scales and shorter durations than SAS-2 and may involve the use of Contractor's existing staff, subject to such supplemental staffing as may be necessary.

Funding: FTA 33%/MTA 67%. Goals: 20% DBE Est. \$ Range: Over 10M Contract Terms: 60 Months

**\*\*\*\*PLEASE SEE THE ATTACHED PROJECT OVERVIEW FOR ADDITIONAL INFORMATION\*\*\*\***

**(X) PRE-BID CONFERENCE LOCATION:**

**DATE:** 11/9/21

**TIME:** 11:00AM

Virtual on Microsoft Teams

List of attendees should be emailed to the Contracting Officer by Friday, November 5, 2021.

**( ) SITE TOUR LOCATION(s):**

**DATE:**

**TIME:**

**FOR MORE INFORMATION, PLEASE CONTACT:**

**PROCUREMENT REPRESENTATIVE:** Shermaine Manifold

**EMAIL:** Shermaine.manifold @mtacd.org

**REQUIREMENTS TO PARTICIPATE**

**DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER:** ALL VENDORS MUST HAVE A DUN & BRADSTREET DUNS NUMBER IF THEY WISHTO PARTICIPATE IN THIS PROCUREMENT. VENDORS WHO DO NOT HAVE A DUNS NUMBER CAN REGISTER ONLINE AT [WWW.MYDNCB.COM](http://WWW.MYDNCB.COM). TO OBTAIN ONE FREE OF CHARGE. YOU MUST STATE THAT THE NUMBER IS REQUIRED FOR SAM (SYSTEM FOR AWARD MANAGEMENT)

**SYSTEM FOR AWARD MANAGEMENT (SAM):** VENDORS ARE ALSO REQUIRED TO REGISTER WITH SAM, A FEDERAL VENDOR DATABASE USED TO VALIDATE VEDNDOR INFORMATION, BEFORE REQUESTING BID DOCUMENTS. YOU CAN VISIT THEIR WEBSITE AT [www.sam.gov](http://www.sam.gov) TO REGISTER. A DUNS NUMBER IS REQUIRED FOR REGISTRATION.

**\*\*\*\*\*WE CANNOT PROCESS DOCUMENT REQUESTS WITHOUT A MTA BIDDER/SUPPLIER NUMBER. PLEASE ACCESS THE MTA VENDOR PORTAL, [WWW.MYMTA.INFO](http://WWW.MYMTA.INFO), TO REGISTER AS A BIDDER\*\*\*\*\***

## **MTA Construction & Development**

### **Notice**

**C81439**

**SSE No.: 0000369862**

### **Real Estate Relocation Consultant Services - Phase 2 of the Second Avenue Subway (“SAS-2”)**

Metropolitan Transportation Authority Construction & Development (MTA C&D) is seeking to retain the services of a consultant to provide relocation services to residents and businesses that are permanently or temporarily displaced by the MTA C&D Second Avenue Subway Phase 2 Project (“SAS-2”). This project will involve extending the Second Avenue Subway from 96<sup>th</sup> Street to 125<sup>th</sup> Street in Manhattan. The Consultant will be responsible for identifying occupants, hereinafter referred to as “relocatee(s)” potentially eligible for permanent or temporary relocation services and assistance. The Consultant shall contact, meet with and interview each potential relocatee to confirm their identity and relationship to or interest in the relevant property to determine if relocation benefits are warranted and if so, establish a mutually agreed to identification of their relocation preferences. MTA C & D is also seeking the consultant to provide an individual to serve as Acquisition Support.

In addition to SAS-2, MTA will have the option, from time to time, to add additional projects to the Contractor’s agreement. These additional projects are anticipated to be on smaller scales and shorter durations than SAS-2 and may involve the use of Contractor’s existing staff, subject to such supplemental staffing as may be necessary.

The contract duration is five (5) years.

The DBE goal for this Contract has been established at 20%.

The RFP document will aid you in preparing the written Technical and Cost Proposals. Proposals shall be evaluated by MTA C&D personnel in accordance with the specific evaluation criteria set forth in the RFP.

**Consultants must respond by submitting separate Technical and Cost Proposals as detailed above, referencing: SSE # 0000369862 /C81439 Real Estate Relocation Consultant Services - Second Avenue Subway Phase 2 Project.(“SAS-2”) which shall be submitted by November 22, 2021.**

## **SHORT SCOPE OF WORK**

### **C81439**

#### **Real Estate Relocation Consultant Services - Second Avenue Subway Phase 2 (“SAS-2”)**

The Consultant shall provide relocation services to residents and businesses that are permanently or temporarily displaced by the MTA C&D Second Avenue Subway Phase 2 (“SAS-2”) construction project. This project will involve extending the Second Avenue Subway from 96<sup>th</sup> Street to 125<sup>th</sup> Street in Manhattan. MTA C & D is also seeking the consultant to provide an individual to serve as Acquisition Support.

The Contractor shall perform the required relocation services under the general direction and approval of MTA’s Real Estate Department and subject to appropriate direction from the MTA’s Office of General Counsel. The core services to be provided by the Contractor detailed in the RFP document. Based on prior experience, the services delineated on this list may evolve and additional services may be required. At MTA’s discretion, the list may be modified as necessary to meet MTA’s actual requirements as determined at the MTA’s sole discretion.

In addition to SAS-2, MTA will have the option, from time to time, to add additional projects to the Contractor’s agreement. These additional projects are anticipated to be on smaller scales and shorter durations than SAS-2 and may involve the use of Contractor’s existing staff, subject to such supplemental staffing as may be necessary.