



START TREATMENT & RECOVERY CENTERS, INC.

REQUEST FOR PROPOSAL

Clinic Bathroom Renovation

RESPONSES TO THIS REQUEST FOR PROPOSALS MUST BE DELIVERED ELECTRONICALLY TO

START Treatment & Recovery Centers, Inc.

Attention: Ivan W Duncan, Vice President Real Property

Final Proposal Due: June 2nd, 2023, 3:00PM



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A. INTRODUCTION AND BACKGROUND

About START Treatment and Recovery Centers, Inc.

START Treatment & Recovery Centers, Inc. ("START") is a not-for-profit 501(c)(3) corporation that is a community-based organization, and one of the nation's largest and oldest minority-led addiction treatment, behavioral health services, and biomedical research, agencies, founded by the renowned national authority on drug addiction, Dr. Beny J. Primm, in 1969. Serving patients throughout the New York Metropolitan area, operating from six (6) facilities in Manhattan and Brooklyn, New York, START employs a staff of nearly 300, and maintains treatment for over 3,000 patients each year.

START operates the following healthcare programs:

- Eight (8) substance use disorder treatment outpatient programs, including seven (7) opioid treatment programs (OTPs), which programs include behavioral health counseling and psychiatric services, certified by the New York State (NYS) Office of Addiction Services and Supports (OASAS), under Article 32 of the Mental Hygiene Law. START OTPs are also certified by the federal Substance Abuse and Mental Health Services Administration (SAMHSA) and accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF).
- An outpatient program offering mental health services for adolescents, licensed under the NYS Office of Mental Health, under Article 31 of the Mental Hygiene Law.
- START facilities, which house all its programs, are each licensed to provide primary care services and limited laboratory services by the NYS Department of Health Office of Primary Care and Health Systems Management under Article 28 of the Public Health Law.

Our integrated, multidisciplinary care model, including programs that offer specialist treatment for HIV and Hepatitis C, and vocational education, is equipped to engage patients as partners with their providers in their recovery, treatment for chronic conditions, and health promotion.

START's programs are operated from six (6) sites, in Fort Greene, East New York, Bushwick, East Harlem, Central Harlem, and Washington Heights. Note that the Washington Heights site is not included in this Request for Proposals ("RFP").

B. PROCUREMENT NEED

The purpose of this RFP is to solicit competitive proposals from potential vendors that can provide the most effective and cost-efficient renovation of seventeen (17) commercial bathrooms. Currently, all five (5) sites have an immediate need for functional bathrooms. The current bathrooms have multiple issues, including but not limited to worn out countertops, stained tiles, feeble sinks, and toilets.

The location of the five (5) site that require renovations under this RFP, are as follows:

- 1) 494 Dumont Avenue, Brooklyn, NY
- 2) 1149 Myrtle Avenue, Brooklyn, NY
- 3) 937 Fulton Street, Brooklyn, NY
- 4) 2191 3rd Avenue, New York, NY
- 5) 119 West 124th Street, New York, NY



C. SCOPE OF WORK

It is anticipated that the renovations will require an array of repairs ranging from minor to major. The scope of work for each bathroom will vary, but must include, although not be limited to:

1. Building Layout

Building	Location & Amount	Bathroom Type	No. of Sink(s)	No. of toilet(s)	No. of urinal(s)
494 Dumont Ave	Basement (1)	All gender	2	3	3
	1st Floor (2)	Single Use	1	1	1
		Single Use	1	1	1
1149 Myrtle Ave	1st Floor (2)	Single Use	1	1	1
		All gender	1	1	1
	2nd Floor (1)	Single Use	1	1	1
937 Fulton St.	Basement (2)	M	2	3	2
		F	3	3	NA
	1st Floor (1)	Single Use	1	1	1
	2nd Floor (1)	Single Use	1	1	1
	3rd Floor (1)	Single Use	1	1	1
119 W 124 St.	Basement (1)	Single Use	1	1	1
	1st Floor (1)	Single Use	1	1	1
	2nd Floor (1)	All gender	1	1	1
	3rd Floor (1)	Single Use	1	1	1
	4th Floor (1)	Single Use	1	1	1
2191 3rd Ave	1st Floor (1)	All gender	1	1	1

2. Contractor responsibility

- a) **Will provide an approved architectural design for all seventeen (17) commercial bathrooms that must be approved by START authorized personnel.**
- b) Obtain all necessary state and local permits and approvals prior to commencement of the work for each bathroom.
- c) Will provide professional labor, equipment, and materials adequate to perform the work in accordance with the scope of work issued for each bathroom.
- d) Conduct close-outs for each project from local authority having jurisdiction.
- e) Will perform all abatement for positive asbestos containing material and or lead-based paint tests and provide all clearance reports.
- f) Provide full demolition and removal of all demolition materials.
- g) Will provide touchless faucets that optimize water through low-flow options and timeout features.
- h) Will provide sensing technology that has touch-free activation for commercial plumbing fixtures for urinals and toilet bowls.

- i) Will provide Leadership in Energy and Environmental Design (LEED) or equivalent energy certification.
- j) Will ensure that the commercial restrooms, after completion of the renovations, comply with all legal requirements, including but not limited to Occupational Safety and Health Administration (OSHA) and Americans with Disabilities Act (ADA).
- k) To meet ADA requirements, vendor must provide at least the following:
 - i. A toilet that is at least 16"-18" from its center to the wall with a 17"-19" seat height.
 - ii. Grab bars at least 36" long on the rear wall and 42" on the sidewall mounted 33"-36" above the floor.
 - iii. A clear circle at least 56" from the rear wall and 60" around the sidewall to allow a wheelchair to turn.
 - iv. A sink with 30"x48" access in a space the door does not swing with a knee clearance height of 27".
 - v. When designing a handicap stall, the door cannot swing into the minimum stall area space.

3. Faucets

All faucets must include Commercial Grade, ADA Compliant, Electronic, Sensor-Activated, Die-Cast Metal Hand Washing Faucet but not limited to:

- a) Standby mode (option) permits light ring to remain illuminated with dim white light.
- b) Soft-off function of indicator light. Light is turned off softly after the water flow stops.
- c) Hot adjustable water limit set point.
- d) Modular One-piece Construction with all Concealed Components above deck.
- e) Double Infrared Sensors with Automatic Setting Feature and Microprocessor.
- f) Magnetic Solenoid Valve.
- g) Water temperature revealed by Illuminated Temperature Indication Ring.
- h) Water temperature can be user adjusted.
- i) Security-off after 1 minute of continuous water flow (vandal-resistant construction).
- j) Water Supply Connection with Flexible High-pressure Hose and Strainer.

4. Urinals

All urinals must include but not limited to:

- a) Complete urinal system including ECOS HW flushometer designed to maximize performance.
- b) Thorough washdown flushing action.
- c) Durable, hygienic vitreous china or equivalent construction.
- d) Vandal resistant stainless-steel strainer included.
- e) IAPMO certified to meet or exceed ASME A112.19.2 standards.
- f) Water Sense listed by EPA that qualifies for most rebate programs.
- g) Meets ADA guidelines and ANSI A117.1 requirements when installed.

5. Toilets

- a) Complete water closet system including G2 flushometer designed to maximize performance.
- b) Durable, hygienic vitreous china or equivalent construction with elongated rim.
- c) Siphon jet flushing achieves 1000g Map Scores when used with Sloan flushometers.
- d) IAPMO certified to meet or exceed ASME A112.19.2 standards.
- e) Meets ADA guidelines and ANSI A117.1 requirements when installed.

6. Work to be performed

- a) -----FLOORING-----
 - I. Replace 1/2" Cement board.
 - II. Replace Tile floor covering.
- b) -----WALLS-----
 - I. Replace Ceramic/porcelain tile.
 - II. Seal/prime then paint part of the walls twice (3 coats).
- c) -----CEILING-----
 - I. Seal/prime then paint the ceiling twice (3 coats).
- d) -----DOORS-----
 - I. Replace Interior door unit.
 - II. Paint door slab only - 2 coats (per side).
 - III. Replace Door closer – hydraulic.
 - IV. Replace Door knob.
- e) -----WINDOWS-----
 - I. Replace Aluminum window - casement
- f) -----PLUMBING-----
 - I. Replace Toilet.
 - II. Replace Toilet seat.
 - III. Replace Urinal - wall hung.
 - IV. Replace Vanity with granite or marble top.
 - V. Replace Sink.
 - VI. Replace Sink faucet.
- g) -----ACCESSORIES-----
 - I. Replace Toilet partition.
 - II. Replace Urinal partition.
 - III. Replace Mirror – framed.
 - IV. Replace Handicap grab bar.
 - V. Replace Toilet paper dispenser.
 - VI. Replace Soap/hand sanitizer dispenser.
 - VII. Replace Paper towel dispenser with waste receptacle.



7. Special Notes

Vendors are required to adhere to New York State and New York City laws and regulations, including building and fire safety codes. Vendor must sign a non-disclosure agreement (NDA) if a walk-through is scheduled.

D. SKILLS REQUIRED

Vendor must provide all current copies of business licenses and certificates, for the personnel and for the legal entity, who will perform under the awarded contract.

E. PRICING

Vendor must provide detailed information regarding the total cost of deployment.

F. MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES

To the extent that Vendor employs any subcontractor or otherwise authorizes another person or entity to fulfill any of its duties under the contract awarded from this RFP or retains any supplier in connection with the contract, Vendor agrees that it will adhere to the provisions of New York State Executive Law Article 15-A and 5 NYCRR Part 142, which provisions are intended to promote and advance the participation of minority group members and women-owned business enterprises (MWBES) in certain contract opportunities.

G. EQUAL EMPLOYMENT OPPORTUNITY

In performing the contract awarded from this RFP, Vendor will ensure that each subcontractor and supplier performing work on the contract will undertake or continue existing Equal Employment Opportunity (EEO) programs to ensure that minority group members and women are afforded equal employment opportunities without discrimination because of race, creed, color, religion, national origin, sex, age, sexual orientation, gender identity, disability, or marital status. For these purposes, EEO will 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.

Vendor will submit its EEO policy statement to START upon execution of the contract and any amendments thereto will be provided within a reasonable period thereafter.

H. COMPLIANCE WITH POLICIES

Vendor will comply, and cause Vendor employees and subcontracted agents to comply, with all of START's policies and procedures, including, without limitation, those governing START's information technology systems and health screening requirements.

I. RFP SCHEDULE

- RFP Available to Vendor/Contractor May 9th, 2023
- Pre-Bid Conference Call May 15th, 2023 2PM
- Questions to be submitted May 18th, 2023, 1PM



- Answers available May 19th, 2023
- Building Walk-through (if needed) May 16th – 26th, 2023
- Final Proposals Due June 2nd, 2023, 3PM
- Contract Award & Notice to Proceed June 9th, 2023
- Commencement of Work TBD

J. CONTACT

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K. GUIDELINE FOR PROPOSAL PREPARATION

Award of the contract resulting from this RFP will be based upon the responsive Vendor whose proposal is most advantageous to START in terms of cost, engagement duration and candidate’s ability to meet START’s needs as specified elsewhere in this RFP.

START reserves the right to:

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential vendor,
- Accept other than the lowest priced offer,
- Award a contract based on initial offers received, without discussions or request for best and final offers, or
- Award more than one contract.

Vendor proposal must be submitted in several parts as set forth below. The Vendor will confine its submission to those matters sufficient to define its proposal.

Vendor proposal in response to this RFP will be incorporated into the final agreement between START and the selected Vendor(s). The submitted proposals are suggested to include each of the following sections:

- 1. Executive Summary**
This section will present a high-level synopsis of the Vendor’s responses to the RFP. The Executive Summary should be a brief overview of the engagement and should identify the main features and benefits of the proposal work.
- 2. Scope, Approach and Methodology**
Include descriptions for the various activities that the vendor will conduct.
- 3. Engagement Approach**



Include the method and approach used to manage the overall project and client correspondence. Briefly describe how the engagement proceeds from beginning to end.

4. Deliverables

Include descriptions of what your services will deliver within the statement of work.

5. Detailed Cost Breakdown

Include a detailed breakdown of all cost including material, labor and incidental.

6. Potential Conflict of Interest

Detail here any personal or professional relationship that the Vendor has with any START employee, Board member or Advisory Council member. If there is none, state None.

7. Appendix: License and Certificate

Licenses and Certificates of proposed candidate.

8. Appendix: Company Overview

A short (no more than one page) overview of your organization and your work in healthcare and New York State Medicaid programs specifically.

L. CONTRACT REVIEW

START's standard master services contract (MSA), and statement of work form (SOW) is attached to this RFP. Please review and, if there are aspects of the standard contract that your organization cannot agree to, detail the requested changes in your response.

END