



REQUEST FOR PROPOSALS

Katie Walker | Associate Executive Director, Operations & Strategy
14th Street Y
344 E 14th Street
NY, NY 10003
646-395-4352
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April 1, 2023

SCOPE OF WORK

Project: Replace 65 door handles with push button safety locks throughout the building, all keyed alike. Replace 2 single door panic bars, and 4 double door panic bars with vertical rods.

Proposals: Proposal submission is based on work performed by a registered company authorized and permitted to work in New York City. Walk-through inspections are recommended and may be arranged by emailing Katie Walker, Associate Executive Director, Operations & Strategy (KWalker@14StreetY.org).

Requirements: The vendor must provide a W-9, carry and provide proof of at least \$5,000,000.00 liability insurance policy that is dated current. The insurance company will indemnify Educational Alliance, 14th Street Y, Educational Alliance, and UJA-Federation of New York.

Payment terms: The vendor shall submit a proposal and accept a purchase order. Company will be billed in accordance to an agreed upon schedule.

Requests Due: Proposals must be returned by July 1st, 2023 by email to Katie Walker (KWalker@14StreetY.org) or AShenin@14streety.org

RFP Schedule

The schedule for this RFP is as follows:

RFP Issued: April 1, 2023

Vendor's intention to respond by: July 14, 2023

Last date to submit questions: July 20, 2023

Answers provided by: July 21, 2023

Proposal submission: July 25, 2023

Target date for Educational Alliance's decision: July 28, 2023