Barbara Markowitz, CPPB, Agency Chief Contracting Officer
421 East 26th Street, NYC, NY 10016
Telephone: 212-323-1726 Fax: 646-500-5545
Email: bmarkowitz@ocme.nyc.gov
Official Website: www.nyc.gov/ocme

NOTICE OF SOLICITATION
RELEASE DATE: June 20, 2016
PIN: 81617ME0001 RE-BID

Elevator Maintenance and Repair

The Office of Chief Medical Examiner ("OCME") is seeking specific bids from qualified Contractors to perform **Elevator Maintenance and Repair at four (4) OCME Facilities.** The term of the Agreement shall be for a three (3) year period, anticipated to be from January 1, 2017 until December 31, 2019, with two (2) one (1) year renewal options.

The Invitation for Bid (IFB) document for the above mentioned project will be available from Monday, June 20, 2016 through Friday, July 8, 2016. The solicitation documents are available in PDF format from *The City Record* and may be downloaded by accessing www.nyc.gov/cityrecord. Prospective bidders may also contact the individual listed below to reserve a bid package and arrange for pickup, Monday to Friday, exclusive of holidays, between the hours 9:00 AM and 3:00 PM at 421 East 26th Street, 10th Floor, New York, NY 10016

Contract Officer: **Mai Mikhaeil**
Telephone: 212-323-1704
Fax Number: 646-500-7295
Email: mmikhaeil@ocme.nyc.gov

Written questions pertaining to this procurement shall be submitted to the Contract Officer's email by **Friday July 1, 2016, 4:00 PM. Optional site visits may be scheduled for:**

LOCATION	DATE	TIME	CONTACT	TELEPHONE
Manhattan OCME **520 First Avenue** **NY, NY 10016**	**6/28/2016**	**10:00am-12:00pm**	**Stephen Telehany** **stelehany@ocme.nyc.gov**	**212-323-1450**
Manhattan OCME **421 East 26th Street** **NY, NY 10016**	**6/28/2016**	**12:00pm-3:00pm**	**Jim Eves** **jeves@ocme.nyc.gov**	**212-323-1681**
Brooklyn OCME **599 Winthrop Street** **Brooklyn, NY 11203**	**6/29/2016**	**10:00am-12:00pm**	**Matthew Clerkin** **mclerkin@ocme.nyc.gov**	**718-604-4439**
Queens OCME **160-15 82nd Drive** **Jamaica, NY 11432**	**6/29/2016**	**1:00pm-3:00pm**	**Michael McGroarty** **MMcGroarty@ocme.nyc.gov**	**718-557-8733**

All Bid Forms must be submitted via mail or hand delivered to this office **NO LATER than Friday July 8, 2016 at 12:00 PM. Bids will be opened Friday July 8, 2016 at 3:00 PM at 421 East 26th Street, NY, NY 10016, 10th Floor Conference Room #1018 East.**

NOTE – Failure to deliver a complete bid to the address listed above by the date and time specified in this Notice of Solicitation may result in rejection of the bid. Bidders are advised to obtain from the OCME Contracts Unit a signed receipt acknowledging submission of the bid package. Any of the following individuals may be contacted for this purpose:

Mai Mikhaeil 212 - 323 - 1704
Luis Rodriguez 212 - 323 - 1733
Andrew Dworjan 212 - 323 - 1732