



SBU/ RFQ Design Services- Quantum Labs

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Open	6/22/2026 8:00 AM EDT	Type	Request for Qualification
Close	7/24/2026 12:00 PM EDT	Number	25/26-161MC
		Currency	US Dollar

Sealed Until 7/24/2026 12:00 PM EDT

Contacts

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Commodity Codes

None Added

Overview:

Description

This Event is issued by the State University of New York at Stony Brook (herein after referred to as "SUNY") is soliciting qualifications from consultants to perform design services for the quantum labs, Stony Brook, New York in accordance with SUNY at Stony Brook 25/26-161MC and Exhibits A (Standard Contract Clauses), A-1 (Affirmative Action Clauses), Exhibit C (Consultant Questionnaire), Exhibit D (Non-Collusive Bidding Certification), Exhibit M (MWBE Forms), Exhibit N (Subcontracting Form), Exhibit L (Procurement Lobbying Law), Exhibit SDVOB (Service-Disabled Veteran-Owned Business), Exhibit R (Certification Under Executive Order No.16), Exhibit V (Vendor Responsibility), Exhibit E (EO 177 Certification) , and Exhibit H (N.Y. State Finance Law §139-l Certification), attached hereto and made part of this RFQ.

Background:

Stony Brook University, part of the State University of New York system, is located 60 miles from New York City on Long Island's North Shore. Our 1,100-acre campus is home to almost 26,000 undergraduate, graduate, and doctoral students and more than 14,500 faculty and staff. Stony Brook University is a comprehensive research-intensive university and a member of the prestigious Association of American Universities (AAU). It consists of 12 schools and colleges and a teaching hospital that provides state-of-the-art healthcare in the Long Island region. The University consists of approximately 4,962,878 square feet of building space and over 16 miles of roadway.

Scope of Work:

Request for Qualifications - Scope of Work is located under => Questions => Bidder Summary Information => Group 1.2: RFQ - Scope of Work & Bidder's Response

Key Events:

Bidders Questions Due Date and Time **July 10, 2026 at 12:00 PM EST**

RFQ Due Date and Time (Any response received after the deadline will not be considered) **July 24, 2026 at 12:00 PM EST**

All questions should be submitted on the **Q&A Board** citing the particular event section where applicable. Respondents should make efforts to ensure all questions are submitted no later than the date listed above as questions received after the due date will not be answered.

RESTRICTED PERIOD: In accordance with the requirements of New York State Finance Law Sections 139j and 139k ("Lobbying Law"), the RESTRICTED PERIOD for this procurement is now in effect. Therefore, all communications regarding this procurement must be handled through Stony Brook University's "Designated Contacts" ONLY. See Exhibit L for additional information. Please see below for the DESIGNATED CONTACT.

Acceptance of Bid Content: The contents of the Bid and the Bidder's response to this Bid shall become contractual obligations if a contract ensues. Failure of the Bidder to accept these obligations may result in the rejection of the Bidder's response.

Any additional vendor terms which are attached or referenced with a submission shall not be considered part of the bid but shall be deemed included for informational purposes only.

SUNY reserves the right, in its sole discretion, to modify the above schedule. Bidders will be notified via email of any changes in a timely manner.

Instructions

1. Prepare a clearly readable document. Attach all required information.
2. Sign the qualifications submittal. By signing the Offeror indicates full knowledge and acceptance of this Request for Qualifications (RFQ) including Exhibit A and Exhibit A-1. The RFQ must be completed in the name of the proposer, corporate or otherwise, and must be fully and properly executed by an authorized person.
3. Qualifications must be submitted through our Sourcing Website and show projects of similar size and scope.
4. **No cost proposals are to be submitted with the qualifications. Cost proposals will be requested only after a consultant selection is made.**

Designated Contact:

Any questions regarding the electronic bidding process should be directed to:

Thomas Ferrari

Contracts Officer

(631) 632-6092

Thomas.Ferrari@stonybrook.edu

OR

Jill McCahill

Assistant Director of Strategic Sourcing

(631) 632-6046

Jilll.McCahill@stonybrook.edu

Bid Opening:

SUNY reserves the right to not hold a public bid opening or at any time to postpone or cancel a scheduled bid opening. In the event a public bid opening is scheduled, Bidders will be notified.

Method of Award (RFQ):

This RFQ is part of a competitive procurement process designed to serve the best interests of the SUNY and the People of the State of New York. It is also designed to provide all bidders with a fair and even opportunity to have their products and services considered. SUNY will conduct a comprehensive review of each responsive bid submitted in accordance with the terms of this RFQ. One (1) Firm will receive an award based on this Solicitation. Bidders must respond as requested.

Proper Contractor Identification: The successful bidder is required to obtain authorized identification badges or cards (“Contractor Identification”) for his/her employees issued by the University directly through the Campus Card Office at the Contractor’s expense. The contractor identification badge/card shall be worn by the employee at all times while doing work on campus. The campus cards may be renewed each year.

Contractor Personnel: All contractor personnel assigned to any requirements of a contract award must be fully qualified and cognizant of the required and applicable laws, rules and regulations pertaining to such contract award and the safety requirements which contractor must adhere to.

General Conditions: The following items will be incorporated into, and made part of, the formal agreement: (1) SUNY's RFQ; (2) the Successful Offeror's response; (3) Exhibit A (Standard Contract Clauses); (4) Exhibit A-1, Affirmative Action Clauses; (5) Exhibit C (Consultant Questionnaire) and, (6) Exhibit L, Procurement Lobbying Form.

In the event of any inconsistency in or conflict among the document elements of the agreement described above, such inconsistency or conflict shall be resolved by giving precedence to the document elements in the following order: (1) Exhibit A and Exhibit A-1; (2) Exhibit C (Consultant Questionnaire) (3) Exhibit L, (4) the Agreement; (5) this RFQ; and (6) the Successful Offeror's response.

State Consultant Services Reporting (OSC Form A and B)

Chapter 10 of the Laws of 2006 amends State Finance Law §§ 8 and 163 by requiring that contractors annually report certain employment information to the contracting agency, the Department of Civil Service (DCS) and Office of the State Comptroller (OSC). As a result of these changes in law, State contractors will be required to disclose, by employment category, the number of persons employed to provide services under a contract for consulting services, the number of hours worked and the amount paid to the contractor by the State as compensation for work performed by these employees. This will include information on any persons working under any subcontracts with the State contractor.

This is a two step process. The first step, Form A is to be submitted with the Consultants' fee proposal; the State Consultant Services Contractor's Planned Employment From Contract Start Date Through the End of the Contract Term (OSC Form A). The completed form must include information for all employees providing service under the contract whether employed by the contractor or a subcontractor. Please note that the form captures the necessary planned employment information prospectively from the start date of the contract through the end of the contract term.

The second step is the completion and filing of State Consultant Services Contractor's Annual Employment Report (OSC Form B), which is to be used to report the annual / actual information. Please note that, in contrast to the information to be included on Form A, which is a one-time report of planned employment data for the entire term of a consulting contract on a projected basis, Form B will be submitted each year the contract is in effect and will capture historical information, detailing actual employment data for the most recently concluded State fiscal year (April 1 – March 31). The legislation mandates that the annual employment reports are to be submitted by the contractor to the contracting agency, to OSC and to the Department of Civil Service. Annual reports are due May 1.

Form A and Form B shall be completed for contracts for consulting services in accordance with the following:

Scope of Contract (Form B only): a general classification of the single category that best fits the predominate nature of the services provided under the contract.

Employment Category: the specific occupation(s), as listed in the O*NET occupational classification system, which best describe the employees providing services under the contract. (Note: Access the O*NET database, which is available through the US Department of Labor's Employment and Training Administration, on-line at online.onetcenter.org to find a list of occupations.)

Number of Employees: the total number of employees in the employment category employed to provide services under the contract during the Report Period, including part time employees and employees of subcontractors.

Number of hours (to be) worked: for Form A, the total number of hours to be worked, and for Form B, the total number of hours worked during the Report Period by the employees in the employment category.

Amount Payable under the Contract: the total amount paid or payable by the State to the State contractor under the contract, for work by the employees in the employment category, for services provided during the Report Period.

By submitting Qualifications for consideration on this project you are agreeing to comply with the requirements Chapter 10 of the Laws of 2006.

Award Protest: Upon notification of the selection and award of the contract, the bidder or offeror whose bid was not selected as the successful bid is entitled to submit a Bid Protest in accordance with SUNY's Contracts Award Procedure (Document # 7561). The

SUNY's Protest Procedure is available at http://www.suny.edu/sunypp/documents.cfm?doc_id=699. The University's Protest Officer is Assistant Vice President Procurement Services, RSS Bldg., Stony Brook, NY, 11794-6000. The Appeals Officers is Vice President for Finance & Administration, Administration Bldg., Rm 221, Stony Brook NY, 11794-1002.

Parking and Other Regulations of the University: It will be the responsibility of the successful contractor to contact the Traffic Office at 631-632-6345 to make arrangements for parking passes or permits if required. Illegally parked vehicles are subject to ticketing and/or towing. Bidder will operate vehicles responsibly under campus rules and regulations and will not park vehicles in unauthorized areas. Illegally parked vehicles will be towed. Successful bidder will abide by all the applicable rules and regulations of the University, and breach whereof shall make vendor liable under such rules and regulations.

Responsibility: University will not be held responsible for any service made without prior authorization by University via a purchase order number. Contractor shall perform only those services and/or provide only those materials as authorized by the University. University will not be held responsible for any additional costs other than for the services outlined herein or for any work performed or materials delivered which has not been properly authorized.

Legislature Changes: In the event any governmental restrictions are imposed which would necessitate alteration of the material, quality, workmanship or performance of the items and/or services offered in this RFQ whatsoever, prior to their delivery or thereafter, it shall be the responsibility of the successful bidder to immediately notify the University in writing of the specific regulation which requires alteration. Upon acceptance of such alteration by the University, it shall be the responsibility of the successful bidder to give effect to such alterations in accordance with terms and conditions of the agreement entered into hereinafter. Any price adjustments occasioned due to any alterations shall be subject to the approval of the University.

Payment Terms: Payments under the resulting contract award shall be made to the Contractor, upon receipt of goods/services and properly approved and completed valid and proper invoice/s (Go to attached link to ensure you are meeting New York State proper invoicing requirements: <https://osc.state.ny.us/agencies/guide/MyWebHelp/Content/files/XII.4.Fatt.pdf>) and State of New York Department of Labor, Bureau of Public Works, Certified Payroll submitted to the attention of Accounts Payable, SUNY at Stony Brook. Payment may be withheld if a contractor has outstanding data, sales or MWBE reports.

The Contractor shall provide complete and accurate billing valid and proper invoice/s to the University in order to receive payment for its services. Billing valid and proper invoice/s submitted to the University must contain all information and supporting documentation required by the University and OSC (All valid and proper invoice/s must be submitted with contractor's Federal ID number). Payment for valid and proper invoice/s submitted by the Contractor shall only be rendered electronically unless payment by paper check is expressly authorized by the Vice President for Administration or designee, in her/his sole discretion, due to extenuating circumstances. Such electronic payment shall be made in accordance with ordinary New York state procedures and practices. The Contractor shall comply with the OSC procedures to authorize payments. Authorization forms are available at the OSC website at www.osc.state.ny.us/vendors/index.htm, by email at HelpDesk@sfs.ny.gov or by telephone at 518-457-7717. The Contractor acknowledges that it will not receive payment on any valid and proper invoice/s submitted under this contract if it does not comply with the OSC's electronic payment procedures, except where the Vice President or designee has expressly authorized payment by paper check as set forth above.

Additional Terms & Conditions

1. The terms and conditions of the State University of New York (Consultant Contract Form 7555-10) shall apply, and is provided as an attachment to this RFQ.
2. Consultant's Terms: The Consultant's standard terms and conditions will not be considered relevant to their proposal or the contract, and should not be included with their proposal. Any additional Consultant terms and conditions which are attached or referenced with Consultant's proposal shall not be considered part of the qualifications or proposal, but shall be deemed included for informational purposes only. No extraneous terms will be incorporated into an agreement unless approved in writing by the Office of General Counsel. Acceptance and/or processing of a proposal shall not constitute acceptance of the extraneous terms.
3. The resulting agreement shall be binding upon its execution by both parties and, if required by New York State law, upon the approval of the Attorney General and the Office of the State Comptroller.

4. The agreement may be revised at any time upon mutual consent of the parties in writing. Such written consent will not be effective until signed by both parties and, if required by New York State law, approved by the Attorney General and the Office of the State Comptroller.
5. The relationship of the Successful Offeror to SUNY shall be that of independent consultant.
6. Compliance with the post-employment restrictions of the Ethics in Government Act is required.
7. The submission of a proposal constitutes a binding offer to perform and provide said services.
8. In the event the Successful Offeror uses partners, subcontracts or subcontractors, the Successful Offeror will remain responsible for compliance with all specifications and performance of all obligations under the contract resulting from this RFQ. For the resulting agreement, the Successful Offeror will be the prime contractor.
9. SUNY will not be liable for any costs associated with the preparation, transmittal, or presentation of any proposals or materials submitted in response to this RFQ.
10. Public announcements or news releases regarding this RFQ or any subsequent award of a contract must not be made by any offeror without the prior written approval of SUNY.
11. The Successful Offeror(s) is responsible for compliance with all applicable rules and regulations pertaining to cities, towns, counties and State where the services are provided, and all other laws applicable to the performance of the resulting contract. The Successful Offeror shall provide all necessary safeguards for safety and protection as set forth by the United States Department of Labor, Occupational Safety and Health Administration.
12. The Successful Offeror will be responsible for the work, direction and compensation of its employees, consultants, agents and contractors. Nothing in the resulting agreement or the performance thereof by the Successful Offeror will impose any liability or duty whatsoever on SUNY including, but not limited to, any liability for taxes, compensation, commissions, Workers' Compensation, disability benefits, Social Security, or other employee benefits for any person or entity.
13. In the event the Successful Offeror is required to be reimbursed for travel, Offeror shall be reimbursed at rates not to exceed the current NYS Schedule of Allowable Reimbursable Travel Expenses. Refer to the U.S. Government Administration Rates for Travel at: <http://www.gsa.gov>

SUNY reserves the right to:

1. Not accept any and all qualifications received in response to this RFQ.
2. To terminate any resulting contract for: (1) unavailability of funds; (2) cause; (3) convenience; (4) in the event it is found that the certification filed by the Offeror in accordance with State Finance Law §§139-j and 139-k are found to be intentionally false or intentionally incomplete; and if applicable, the Department of Taxation and Finance Contractor Certification Form ST-220CA was false or incomplete. Upon such finding, SUNY may exercise its termination right by providing written notification to the Offeror in accordance with the written notification terms of the contract.
3. Upon University request, Prospective Bidder shall provide certified and/or non-certified audited financial statements with a letter from a CPA firm that GAAP was followed and they are not aware of any material misstatements for the past three (3) completed fiscal years, and/or other appropriate supplementation including, but not limited to, interim financial statements and credit reports as evidence of its ability to meet the service and requirements of the SUNY Stony Brook.
4. Contact any or all references.
5. Waive requirements or amend this RFQ upon notification to all Offerors. Mandatory requirements may be eliminated if unmet by all Offerors.
6. Negotiate with Offerors responding to this RFQ within the requirements necessary to serve the best interests of SUNY.
7. Begin contract negotiations with another Offeror in order to serve the best interests of SUNY, should SUNY be unsuccessful in negotiating a contract with the Successful Offeror within an acceptable time frame.
8. Reject any or all portions of any offer, to negotiate terms and conditions consistent with the intent of SUNY, and to make an award for any or all remaining portions.

9. Request clarifications from Offerors for purposes of assuring a full understanding of responsiveness, and further to permit revisions from all Offerors determined to be susceptible to being selected for contract award, prior to award.
10. Advise Offeror of any objectionable employee(s) and/or subcontractor(s) and request their removal from the project. Such removal shall not be reasonably withheld by the Offeror.
11. Terminate agreement with thirty (30) days written notice.

In order to access the bid documents you will need to register your company on our web-based solution powered by Jaggaer:

Jaggaer Supplier Registration: <https://solutions.sciquest.com/apps/Router/SupplierLogin>

Public Site URL:

<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=SUNY>

Tutorial Video on registration process

<https://www.youtube.com/watch?v=EPwSanSotkw>

Bid Opportunities

<https://solutions.sciquest.com/apps/Router/SupplierLogin?CustOrg=SUNY>