



Request for Proposals

Buffalo Urban Development Corporation

Electrical Firms

Ellicott Street Underpass Lighting Project

RFP Issue Date: Tuesday March 28, 2023

**RFP Submittal Deadline: Wednesday April 19, 2023
at 4:00P.M.**

Background Information

Buffalo Urban Development Corporation (BUDC) is the City of Buffalo's not-for-profit local development corporation, reclaiming distressed land and buildings for future development. Mayor Byron W. Brown is the Chairman of the Board which oversees BUDC. As a local development corporation, BUDC seeks to create an environment conducive to private investment, provide oversight and visioning for projects of regional significance, serve as a liaison among various public and private stakeholders, serve as a conduit for public funding of significant projects, and serve as a real estate holding company for certain public-sector projects.

The mission of BUDC is to support the urban economic development efforts of the region through the acquisition, remediation, and management of distressed properties, and to engage in related real estate development activities for the purpose of attracting and/or retaining new and existing businesses to the City as part of the region. The mission of BUDC also includes supporting the revitalization of downtown Buffalo by serving as the lead management entity for Buffalo Building Reuse Project (BBRP) initiatives, working in collaboration with the City of Buffalo, including the coordination of financial assistance for downtown adaptive re-use projects, public right-of-way improvements, and the Ralph Wilson Park project.

Request for Proposals (RFP)

BUDC is requesting proposals from experienced electrical firms for the installation of exterior linear lights at the Buffalo & Erie County Public Library. Currently, the space under the library's underpass is dark and uninviting. BUDC has developed a placemaking project through a partnership with the Buffalo & Erie County Public Library, and funding through Project for Public Spaces. This project is meant to illuminate the walls of the underpass with the option to change colors, with the goal to increase the vibrancy and pedestrian experience in the area. This is a three-week RFP to find a qualified Electrical firm that can install (7) exterior linear lights and the accompanying controls.

All proposals will be evaluated by BUDC Staff. The criteria for this evaluation will include price, performance, capability, and service. Specific items will be detailed further in this RFP.

Please do your best to meet the specific requirements. If the capabilities of your proposed system fall below our requirements, please indicate details.

Scope

Installation of a total of seven (7) exterior linear lights and the accompanying controls. BUDC will purchase and provide the equipment for the installation. The equipment will include the following:

- (4) 22-foot run exterior run lights.
- (1) 28-foot run exterior run lights.
- (1) 45-foot run exterior run lights.
- (1) 6-foot run exterior run lights.
- Controls and DMX cables for all the lights.

Below is a link to the cut sheet of the products that are to be installed.

<https://insightlighting.com/products/medley-exterior-cc/>

Minority and Women Business Enterprise Interest

BUDC is committed to promote equality of economic opportunity for minority group members and women, and the facilitation of minority and women-owned business enterprise (“MWBE”) participation. Firms are encouraged to include Minority and Women Owned Business Enterprises (M/WBE) as subcontractors in their teams, or as joint venture teams, with a goal of 25% MBE and 5% WBE. Firms interested in pursuing such an arrangement may contact the Empire State Development Division of Minority and Women’s Business Development (<http://esd.ny.gov/ContactUs.asp>) for further information and guidance.

Selection Criteria

BUDC will carefully review and rank your response based on the following criteria:

Approach to Scope of Work

Understanding of our requirements and installation/return process for equipment.

Cost of Services

Fees and hourly rates for installation of equipment purchased by BUDC.

BUDC will develop a short list of the most qualified candidates. Follow-up discussions and site visits/demonstrations may be scheduled. BUDC will then make a final recommendation and select a firm.

Please submit all questions via email to aparker@buffalourbandevelopment.com. Questions via phone call will not be accepted. Questions will be accepted until **4:00 P.M.** on Friday April 7 2023.

Please submit your proposal and completed forms by Wednesday April 19, 2023 at 4:00 P.M.
Completed proposals should be submitted via email to
bmerriweather@buffalourbandevelopment.com.

Form 1: Non-Collusive Proposal Certification

By submission of this proposal, each Bidder and each person signing on behalf of any Bidder certifies, and in the case of a joint proposal each party thereto certifies as to its organization, under penalty of perjury, that to the best of their knowledge and belief:

- a) The prices in this proposal have been arrived at independently, without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Bidder or with any competitor;
- b) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening, directly or indirectly, to any other Bidder or to any competitor, and
- c) No attempt has been made or will be made by the Bidder to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

SUBMITTAL OF PROPOSAL

The undersigned submits the following proposal, which is in conformity with the intent of the RFP. The Bidder agrees that should it be awarded a contract on the proposal through the issuance of a contract from the Buffalo Urban Development Corporation, it will provide the services in strict compliance with the contract documents for the compensation stipulated herein. The Bidder agrees that its proposal shall remain effective for a period of 90 days from the formal proposal receipt date.

Bidder

Name

Signature

Title

Date

Designated Individuals - Procurement Lobbying Law

Brandye Merriweather, President
Phone: 716-362-8373
Email: bmerriweather@buffalourbandevelopment.com

Pursuant to State Finance Law §§139-j and 139-k, this Request for Proposals imposes certain restrictions on communications between Bidders and BUDC during the procurement process. Bidders are prohibited from making contacts (whether oral, written, or electronic) with any BUDC personnel or BUDC Board member other than the designated BUDC staff member (unless the contact is otherwise permitted under State Finance Law §139-j(3)(a)). In addition, Bidders are hereby notified that any contact with any BUDC personnel, BUDC Board member or the designated BUDC staff member which a reasonable person would infer is intended to influence the award of the contract under this Request for Proposals is prohibited. These prohibitions apply from the Bidder’s earliest notice of BUDC’s intent to solicit proposals through the final award and approval of the procurement contract (“Restricted Period”). For the purposes of this Request for Proposals.

Bidders are required to complete Form 1, Attachment A, Attachment B and Attachment C regarding their understanding and agreement to comply with procedures on procurement lobbying restrictions regarding permissible contacts in the restricted period in accordance with State Finance Law §§139-j and 139-k. **YOUR BID WILL BE CONSIDERED INCOMPLETE IF THE ATTACHMENTS ARE NOT INCLUDED.**

ATTACHMENT A

Affirmation of Understanding & Agreement pursuant to State Finance Law §139-j (3) and §139-j (6) (b)

I affirm that I understand and agree to comply with the procedures of the BUDC relative to permissible contacts as required by State Finance Law §139-j (3) and §139-j (6) (b).

By: _____ Date: _____

Name: _____ Title: _____

Contractor Name: _____

Contractor Address: _____

ATTACHMENT B

Offeror/Bidder Certification:

I certify that all information provided to the BUDC with respect to State Finance Law §139-k is complete, true and accurate.

By: _____ Date: _____

Name: _____ Title: _____

Contractor Name: _____

Contractor Address: _____

ATTACHMENT C

Offerer Disclosure of Prior Non-Responsibility Determinations

Name of Individual or Entity Seeking to Enter into the Procurement Contract:

Address:

Name and Title of Person Submitting this Form: _____ Date: _____

1. Has any Governmental Entity made a finding of non-responsibility regarding the individual or entity seeking to enter into the Procurement Contract in the previous four years? (Please circle):

No Yes

If yes, please answer the next questions:

2. Was the basis for the finding of non-responsibility due to a violation of State Finance Law §139-j (Please circle):

No Yes

3. Was the basis for the finding of non-responsibility due to the intentional provision of false or incomplete information to a Governmental Entity? (Please circle):

No Yes

4. If you answered yes to any of the above questions, please provide details regarding the finding of non-responsibility below.

Governmental Entity:

Date of Finding of Non-responsibility:

Basis of Finding of Non-Responsibility:

(Add additional pages as necessary)

5. Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named individual or entity due to the intentional provision of false or incomplete information? (Please circle):

No

Yes

6. If yes, please provide details below.

Governmental Entity:

Date of Termination or Withholding of Contract:

Basis of Termination or Withholding:

(Add additional pages as necessary)

Offerer certifies that all information provided to the BUDC with respect to State Finance Law §139-k is complete, true and accurate.

By: _____ Date: _____
Signature

Name: _____ Title: _____