



Buffalo Urban Development Corporation

Request for Proposals

Buffalo Urban Development Corporation

Design, Planning, and Engineering Firms

Downtown + Waterfront Area Tactical Placemaking Project – Phase 2

RFP Issue Date: Wednesday, September 23, 2026

Pre-proposal meeting: Thursday, October 1, 2026, at 1:30 p.m.

RFP Submittal Deadline: Friday, October 16, 2026, at 11:00 a.m.



Overview and Mission of BUDC

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. 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 Buffalo Urban Development Corporation (BUDC) is to support the urban economic development efforts of the region through 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) and Race for Place initiatives, working in collaboration with the City of Buffalo; including the coordination of financial assistance for downtown adaptive re-use projects and public right-of-way improvements. BUDC also serves as the lead management entity for the Ralph C. Wilson, Jr. Centennial Park transformation.

Request for Proposals (RFP)

The Buffalo Urban Development Corporation (BUDC) is requesting proposals from experienced design, planning, and engineering firms for the temporary redesign of approximately one to two public spaces, intersections, or rights-of-way in Buffalo's Downtown and Waterfront Area. **This project will build upon BUDC's recently completed Temporary Intersection Redesign and Placemaking Project** and serve as a second phase of that effort. A preliminary list of potential project sites is included in this RFP; however, BUDC welcomes recommendations for other locations that may be well suited for temporary improvements.

The selected firm will develop and coordinate implementation of creative, low-cost tactical urbanism improvements that enhance the public realm. Potential interventions may include wayfinding, traffic calming, asphalt art, public art, lighting, pedestrian improvements, and other temporary or adaptable treatments appropriate to each selected site. BUDC is particularly interested in sustainable interventions that incorporate durable, reusable, or adaptable elements that can be redeployed or modified over time.

Designs should seek to improve safety, walkability, multimodal connectivity, wayfinding, opportunities for physical activity, and overall vibrancy. While this project is temporary in nature, BUDC is also interested in opportunities for temporary interventions to test ideas, inform future decision-making, and influence future permanent capital improvements.

BUDC is seeking a firm with demonstrated experience delivering tactical urbanism and public-realm projects in urban settings. The selected firm should bring expertise in planning, design, and engineering and demonstrate the ability to develop innovative, cost-effective concepts and advance them from design through implementation within an accelerated timeframe.

See Attachments at the end of this document for precedent images from Phase 1

Short List of Potential Focus Areas

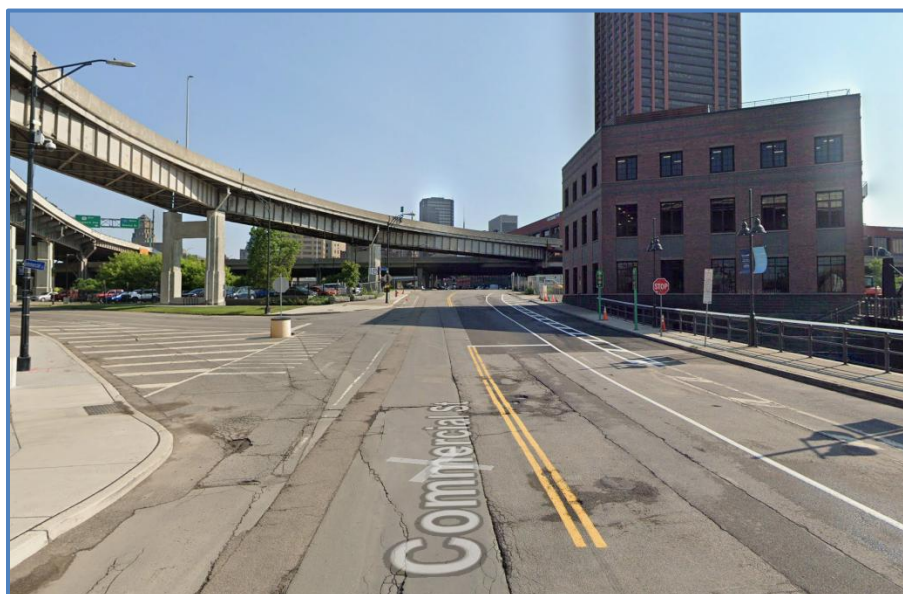
Please see Exhibit A for a Map of where the shortlisted sites are located. **BUDC remains open to other sites as recommended by the selected consultant/team**

1. Pearl/Commercial Street Between Upper Terrace and Marine Drive

This area is a major gateway to Buffalo's Canalside District. As several key construction projects are underway in the immediate vicinity, BUDC envisions improvements in and around the underpass and surrounding ROW space through temporary low-cost interventions that incorporate public art, lighting, and/or other temporary elements that work to improve walkability, wayfinding and sense of place. **BUDC is seeking firms and teams with creative solutions to the challenges posed by the on-going construction in this area.**



Looking south at the intersection of Pearl Street and Upper Terrace



Looking North at the intersection of Lower Terrace and Pearl/Commercial Street

2. Chippewa Street - Chippewa Entertainment District

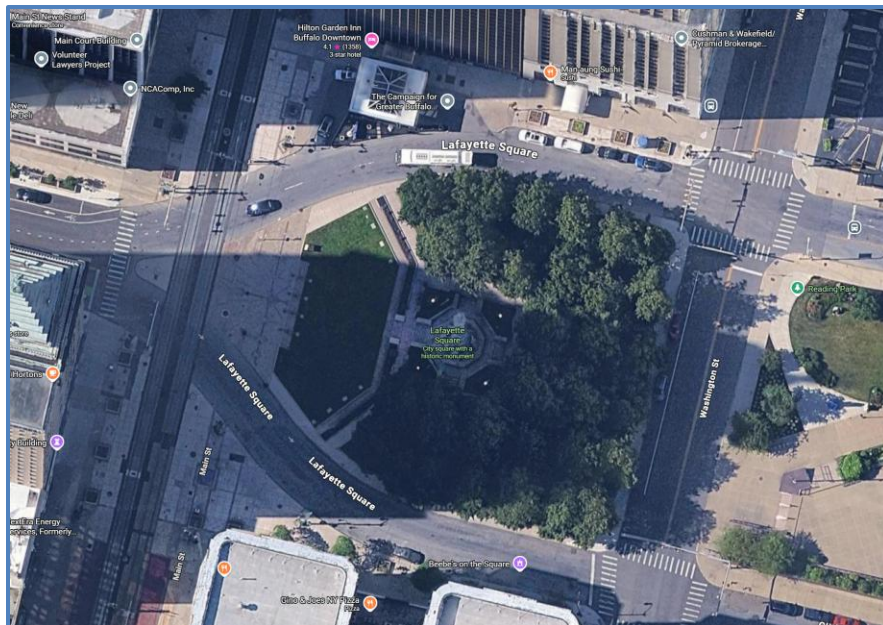
The intersection at Delaware Avenue and Chippewa Street is one of Buffalo's most active intersections. Many restaurants, bars and hotels are located nearby as well as Delaware North's headquarters. With Chippewa serving as Downtown's central nightlife district this intersection is a true 24/7 destination.



Delaware Ave and Chippewa St Facing East

3. Lafayette Square

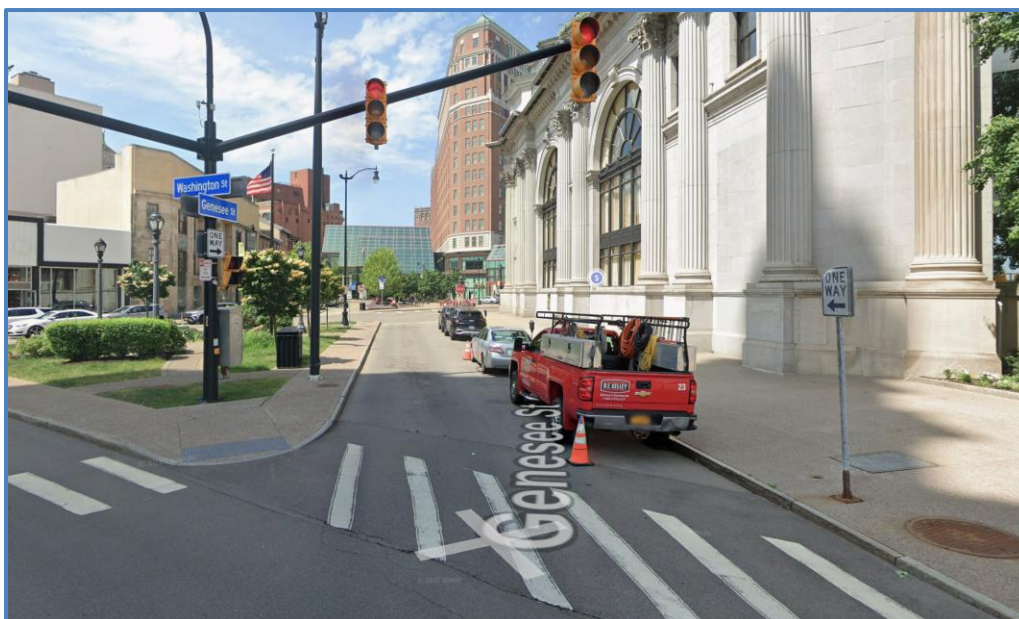
This is one of Downtown Buffalo's most visible public spaces and it is surrounded by public assets such as the Downtown Public Library and the Brisbane Building. While construction of the streetscape at the intersection of Main Street is planned, BUDC is looking to explore temporary ways to enliven and improve the other parts of the surrounding public realm.



Lafayette Square Aerial View

4. Genesee Street between Huron and Washington

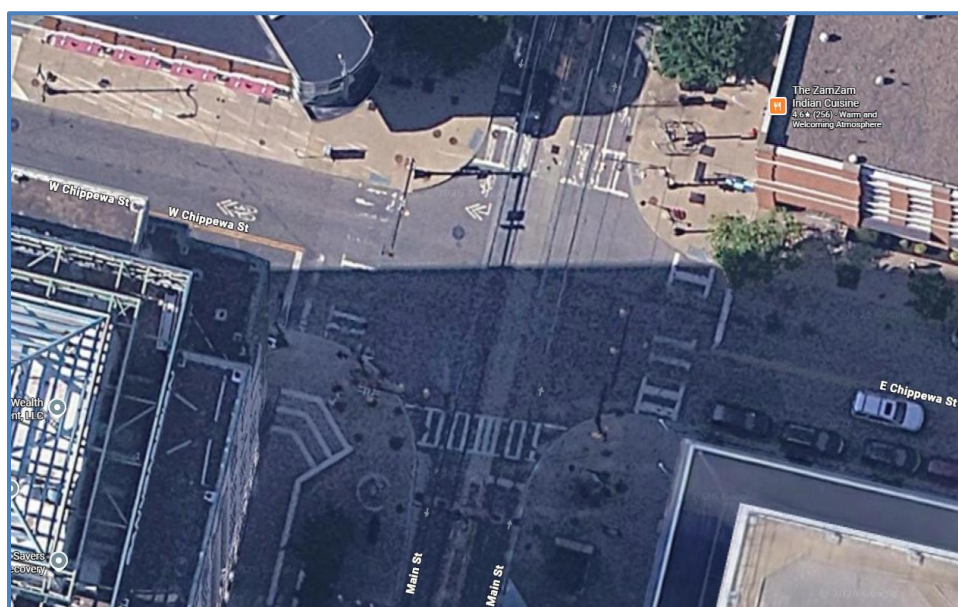
This section of Genesee Street includes Remembrance Park and sits directly across from Roosevelt Plaza, a Phase 1 site. BUDC is open to concepts that build on the sense of place and pedestrianization already established in this part of Downtown through Phase 1.



Genesee Street between Huron and Washington

5. Main and Chippewa Street

This intersection is a key gateway between Downtown's Theater District on Main Street, the Entertainment District along Chippewa, and Fountain Plaza, also on Main Street. BUDC sees a possibility for interventions that increase the connectivity of this intersection and extend the sense of place across and between these Downtown anchors.



Main and Chippewa Aerial View

Proposals will be evaluated by BUDC staff based on the following criteria:

- Price: Cost-effectiveness of the proposed solutions.
- Performance: Proven ability to deliver similar projects successfully.
- Capability: Technical expertise and experience in tactical urbanism.
- Service: Quality of support and engagement throughout the project.

Specific evaluation items and detailed requirements will be outlined further in this RFP.

A virtual pre-proposal meeting is scheduled for **Thursday October 1, 2026 at 2:00 p.m.** to address general questions. Please contact James Bernard, BUDC Project Manager at jbernard@buffalourbandevelopment.com no later than **Wednesday September 30, 2026 at 4:00 p.m.**, to obtain call-in information.

For any further inquiries regarding this RFP, please submit them in writing via email to James Bernard, BUDC Project Manager at jbernard@buffalourbandevelopment.com **no later than 1:00 p.m. on Wednesday October 7, 2026** . Note that no requests for oral interpretations via telephone will be accepted.

Scope and Budget

The following outline details the services expected to be performed and finalized by the selected consultant. Respondents to this RFP are expected to provide a comprehensive independent description detailing their approach to this scope of work. Additionally, consultants should highlight any additional critical elements not listed below that they believe will be essential for the successful delivery of the project. Consultants should include separate fees for those additional provisional tasks.

This scope of work may be adjusted to accommodate additional intersection sites, adjustments may include adjustments to achieve efficiencies of scope or additional scope. BUDC would be looking for the projects to be installed no later than June 30, 2027. **The anticipated budget for this RFP is approximately \$150,000-\$175,000.**

Project Scope and budget may be adjusted in the event additional funding becomes available.

1. Project Planning and Coordination

- **Kickoff Meeting:** Organize a kickoff meeting with key stakeholders to discuss the project scope, objectives, and timeline.
- **Stakeholder Engagement:** Conduct meetings and workshops with community members, local businesses, and government officials to gather input and build support.
- **Site Analysis:** Perform a thorough site analysis, including traffic patterns, pedestrian usage, and existing infrastructure conditions.

Deliverables:

- Meeting agendas and minutes
- Stakeholder engagement plan
- Site analysis report

2. Design and Concept Development

- **Design Coordination and Review** with BUDC and relevant project stakeholders, as needed, to review site opportunities, present preliminary concepts, gather feedback, and inform refinement of the proposed designs.
- **Conceptual Designs:** Create conceptual designs that may include appropriate Tactical Urbanism/Placemaking treatments.
- **Feedback Loop:** Present the conceptual designs to stakeholders for feedback and refinement.

Deliverables:

- Workshop summary
- Preliminary conceptual designs
- Revised designs based on feedback.

3. Permitting and Approvals

- **Regulatory Compliance:** Identify and comply with City of Buffalo regulations and obtain necessary permits.
- **Approval Process:** Submit designs to appropriate City of Buffalo departments and work closely with them to secure approvals.

Deliverables:

- Permit applications
- Approval documentation

4. Implementation Planning

- **Materials and Supplies:** Identify and procure materials such as paint, planters, bollards, signage, lighting elements and seating.
- **Installation Support:** Provide support to BUDC to identify necessary labor needs for installation
- **Logistics Planning:** Develop a detailed implementation plan including timelines, roles, and responsibilities.

Deliverables:

- Materials list and procurement plan
- Volunteer recruitment and labor plan
- Detailed implementation plan

5. Implementation and/or Installation Plan

- **Community Outreach:** Coordinate with BUDC and relevant project partners to identify and carry out necessary community and stakeholder outreach to support successful project implementation and installation.
- **Site Preparation:** Outline the necessary steps needed to Prepare the site for installation, including cleaning and marking areas for interventions.
- **Installation and/or Appropriate Recommendations:** If the successful firm/team has capacity for installation, execute the installation of the final design plan according to the implementation plan.
- **Supervision:** Supervise the installation process to ensure quality and adherence to the design.

Deliverables:

- Completed installation plan for sub-consultants or contractors to be hired.
- Detailed process for assisting with or overseeing implementation work.

6. Monitoring and Evaluation

- **Observation Period:** Monitor sites for a predetermined period to assess the impact of the interventions.
- **Data Collection:** Collect data on traffic patterns, pedestrian and cyclist usage, and any incidents or feedback from the community.
- **Evaluation Report:** Analyze the data collected and prepare a report detailing the effectiveness of the interventions.

Deliverables:

- Monitoring plan
- Data collection summary
- Evaluation report

Proposal Format/Requirements

Submissions must include the following information in a brief and concise format. While there is no page limit for proposals, they should be concise. BUDC reserves the right to request additional information during the review of proposals and to reject any and all submissions.

Cover Letter

The cover letter should include the official name of the firm submitting the proposal, mailing address, e-mail address, telephone number, and primary contact name. The letter must be signed by an official authorized to bind the proposer contractually and contain a statement that the proposal is firm for ninety (90) days. An unsigned letter, or one signed by an individual not authorized to bind the consultant, may be disqualified.

Firm Profile, Experience of Firm/Project Team, and References

Firms or their principals responding to this RFP must be licensed to practice in New York State. Proposals should include a firm profile, an organizational chart identifying the Project Manager and team members with their titles, resumes from key personnel, and references from at least 3 clients for whom the consultant has performed services within the past 3 years.

The project team should have a full range of relevant planning, design, construction, and project and cost management experience. Primary personnel in each of the noted disciplines must be identified by name and office location, with resumes included, and should demonstrate satisfactory experience and depth in each of the required disciplines. The role of your organization should be highlighted in any references to experience on prior projects and initiatives.

Approach and Methodology

Respondents to this RFP should include a narrative explaining their understanding and approach to this project and the requested scope of work. The understanding and approach should outline the proposed scope of work, specific phases and tasks, and the deliverables and products to be provided. The respondent should also include plans for a local point of contact.

Minority and Women Business Enterprise and Service-Disabled Veteran-Owned Businesses Interest

BUDC and the City of Buffalo seek to encourage meaningful partnerships with and participation from NYS-certified Minority and Women-Owned Business Enterprises (M/WBE) and Service-Disabled Veteran-Owned Businesses (SDVOB) at all project levels. For purposes of this solicitation, the City of Buffalo hereby establishes an overall goal of (a) 25% for Minority-Owned Business Enterprises ("MBE") participation, 5% for Women-Owned Business Enterprises ("WBE") participation, and 5% for Service-Disabled Veteran-Owned Businesses (SDVOB) participation for third-party vendors and services utilized during the life of this contract. The vendor must document good faith efforts to provide meaningful participation by MWBE's and SDVOB's subcontractors or suppliers in the performance of the contract and agrees that the BUDC may withhold payment pending receipt of the required MWBE documentation. M/WBEs companies are encouraged to respond.

Budget

The proposal should include a proposed budget for all services delineated by phase and task as outlined in the consultant's proposed scope of work.

Attachments

Please include completed copies of Attachments A–C as an addendum to your proposal.

Selection Criteria

A detailed evaluation of proposals will be conducted by a selection team comprised of BUDC and City of Buffalo staff. To select the most advantageous proposal for consulting services related to the scope of work contained in the RFP, comparative judgments of technical factors, in addition to price, will be necessary.

Evaluation will be based on the following criteria:

1. **Experience** (30 Points)
2. **Local Presence** (15 Points)
3. **Overall approach and methodology, as well as demonstrated understanding of the objectives for the project** (30 Points)
4. **Budget** (15 Points)
5. **Equity practices** (10 Points)

Based on the proposals received, BUDC and the City of Buffalo will shortlist/select the responsible firms whose proposal is most advantageous to BUDC, with price and other factors considered. Interviews will be held in late **October 2026 and the anticipated award of this contract will be in November 2026 to the selected consultant.**

BUDC and the City of Buffalo do not assume the responsibility or liability for costs incurred by firms responding to this RFP or any subsequent requests for interviews, additional information, submissions, etc. before issuance of a contract.

Please submit all questions via email to James Bernard jbernard@buffalourbandevelopment.com Questions via phone call will not be accepted. **Questions will be accepted until 1:00 p.m. on Wednesday October 7, 2026**

Please submit your proposal and completed forms Friday October 16, 2026 at 11:00 a.m. Completed proposals should be submitted via email to James Bernard, BUDC Project Manager at: jbernard@buffalourbandevelopment.com

BUDC AND THE CITY OF BUFFALO RESERVE THE RIGHT TO REJECT ANY OR ALL PROPOSALS, AND THE RIGHT TO WAIVE ANY INFORMALITIES THEREIN.

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

Form 2: 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)

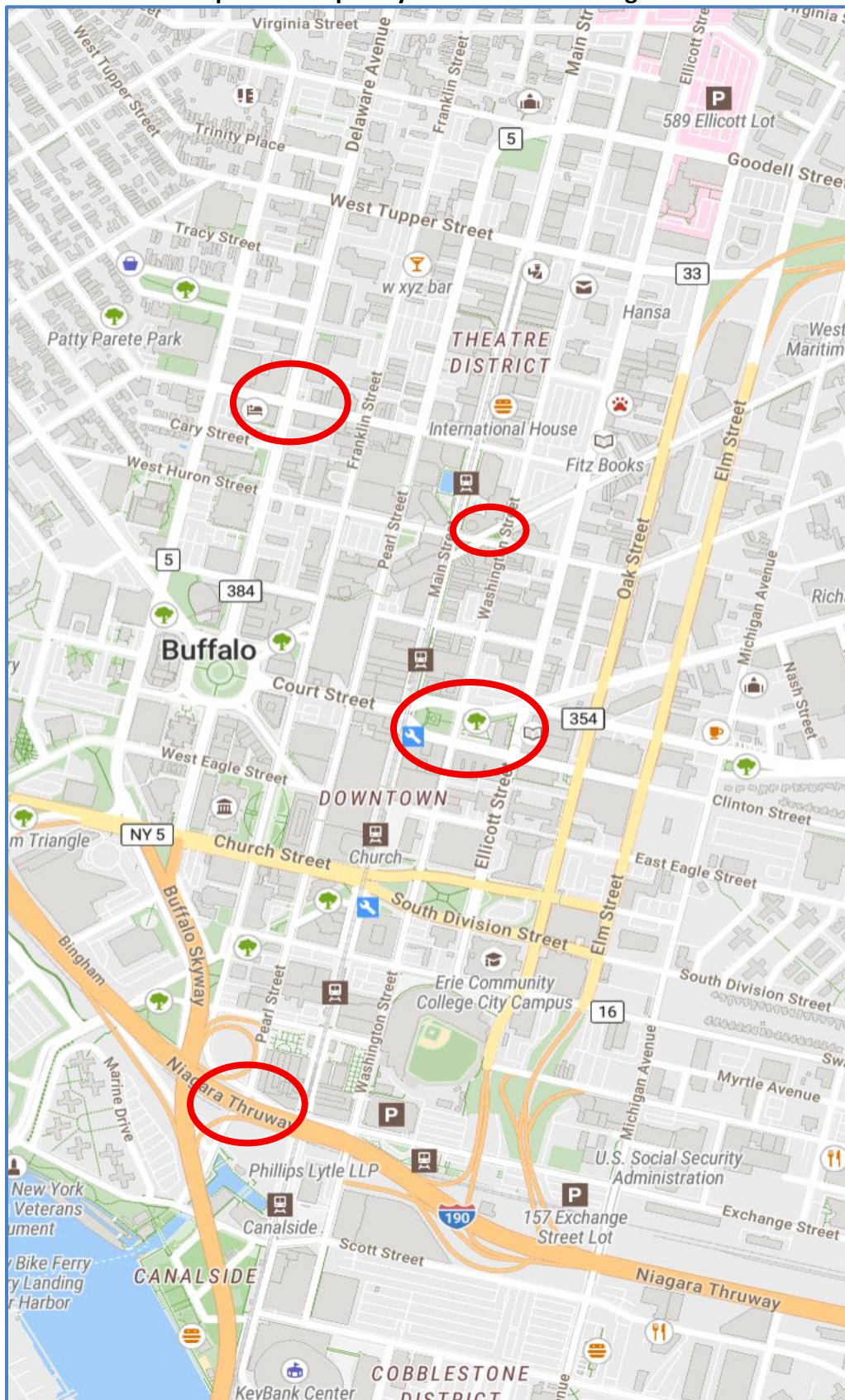
Offerer certifies that all information provided to the BUDC with respect to State Finance Law §139-k is complete, true and accurate.

By: _____ Date: _____
Signature

Name: _____ Title: _____

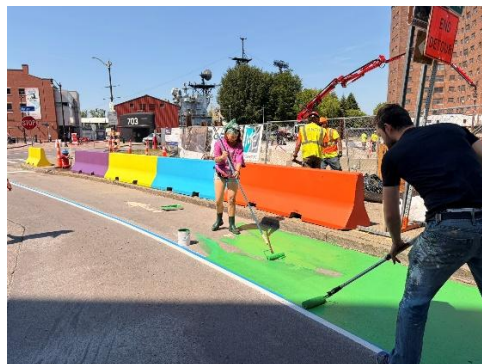
Attachments/Exhibits

Exhibit 1- Proposed Temporary Intersection Redesign Focus Areas



Appendix A: Additional Photos

Canalside Installation



Michigan Ave. Installation



Roosevelt Plaza Installation

