

Addendum #1

Buffalo Urban Development Corporation

Project and Cost Management for Downtown Buffalo and Waterfront Area Infrastructure Projects

Addendum Released:

Monday, August 12, 2024

EXTENDED PROPOSAL DEADLINE:

Thursday, August 29, 2024 at 1:00 p.m.

Contents:

- A. Consultant Questions/Answers
- B. Pre-Proposal Meeting Presentation PDF
- C. Interested Consultants Listing
- D. Personnel Rate Sheet
- E. Projects To Be Considered
- F. Funding Source Listing



Questions



Questions

1. What are the state compliance requirements?

BUDC's compliance requirements are 25% MBE and 5% WBE participation.

2. How should the proposal cost be presented?

Offerors shall complete Attachment D with each personnel title and rate that may be a part of the project as a whole. Once the Consultant is selected, specific projects/tasks will be further defined, scoped and budgeted accordingly. The offerors shall use the RFP and the project list to define which personnel may be necessary for the project as a whole. The RFP response should speak to how different personnel may be used for various pieces of the scope.

3. What is the scope of the projects to be managed?

The projects are expected to be in the range of \$50 million to \$100 million.

4. Would there be a conflict if a firm worked on/ developed projects that will be managed?

Firms associated with previous planning or project development work are not precluded from responding to the RFP. BUDC asks that firms disclose previous involvement in any relevant projects or plans. The selected firm also would not be precluded from responding to bids on future projects that may involve design and/or construction management.

5. What is the form of contract that is intended to be used? Please provide a sample.

The contract form will be negotiated with the selected firm.

6. On the call today BUDC indicated you would prefer a lump sum proposal. For consultants to lock in pricing, we need to define the parameters of the scope of work (i.e. # of projects, # of estimates needed, # of schedules needed, # of RFP's to be issued, # of constructability reviews required, etc.). With some of the projects not fully settled, it might be better for BUDC to ask firms to name a single, full-time project manager that would be assigned to the project for the 3-year period. That PM would then enlist the support of other support staff, estimators, schedulers, etc. as the projects become more defined (proposers could provide a list of supporting staff with titles and hourly rates as requested today). That way you could accurately compare the proposals from the various firms.

See the response to #2.

Buffalo Urban Development Corporation Request for Proposals - ADDENDUM Infrastructure and Public Realm Improvements along the Downtown Waterfront

- 7. On the call today you indicated you would like firms to be able to design and stamp drawings. That is more professional architecture and engineering services vs. construction management. Please confirm.**

Correct, the respondent should be able to staff both design and construction management aspects or show how they may team with subconsultants to staff accordingly.

- 8. There were no insurance requirements specified. Please indicate your desired insurance coverage, limits and any additional insureds that are required.**

2.7.1 Commercial General Liability with policy limits of not less than One Million Dollars (\$1,000,000.00) for each occurrence and Two Million Dollars (\$2,000,000.00) in the aggregate for bodily injury and property damage.

2.7.2 Automobile Liability covering vehicles owned by the Project Manager and non-owned vehicles used by the Program Manager with policy limits of not less than One Million Dollars (\$1,000,000.00) per claim and Two Million Dollars (\$2,000,000.00) in the aggregate for bodily injury and property damage along with any other statutorily required automobile coverage.

2.7.3 The Project Manager may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess liability insurance, provided such primary and excess insurance policies result in the same or greater coverage as those required under Sections 2.7.1 and 2.7.2.

2.7.4 Workers' Compensation at statutory limits with evidence thereof to be provided by the Project Manager on a New York form, and Employers Liability with policy limits of not less than Five Hundred Thousand Dollars (\$500,000.00) each employee, and Five Hundred Thousand Dollars (\$500,000.00) policy limit.

2.7.5 Professional Liability covering negligent acts, errors, and omissions in the performance of professional services, with policy limits of not less than Five Million Dollars (\$ 5,000,000.00) per claim and Five Million Dollars (\$5,000,000.00) in the aggregate.

2.7.6 The Owner shall be an additional insured on the Project Manager's primary and excess insurance policies for Commercial General Liability and Automobile Liability. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies. The additional insured coverage shall apply to both ongoing operations and completed operations.

2.7.7 The Project Manager shall provide to the Owner certificates of insurance evidencing compliance with the requirements in this Section 2.7. The certificates will show the Owner as an additional insured on the Commercial General Liability, Automobile Liability, and any excess policies.

- 9. Please clarify if MWBE and SDVOB firms are required to be NYS certified or if city or county certified firms will be counted.**

BUDC will accept NYS, City and County certified firms.

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- 10. It was indicated on the call that it is anticipated that the projects will total \$50M-\$100M in volume over the three years. Please confirm.**

Yes. This is correct.

- 11. Will any of the anticipated projects be looking to hire a construction manager separate from this agreement? Will firms participating in this RFQ be disqualified from participating in future CM or GC bid opportunities?**

See response to #4.

- 12. What is the timeline for awarding the contract after submitting proposals on August 1st at 1 pm?**

See the updated timeline below.

Proposals Due: Thursday, August 29, 2024 at 1:00 p.m.

Interviews: Week of September 16, 2024

Contract Award: October 2024

- 13. Will the successful respondent be responsible for the coordination of the execution of approved contracts? Following the package, getting the signatures, keeping the process moving forward.**

Yes.

- 14. Will the successful respondent be responsible for submitting MWBE/SVDOB Utilization documentation related to funding sources for all projects?**

Yes.

- 15. Of the 3 sources of project lists listed in the RFP, is there a priority ranking?**

See the attached project listing. BUDC will be looking for the project manager to assist with prioritization.

- 16. Is there an expectation of a certain number of projects to be completed during the initial term of the agreement?**

While there is no predetermined number of projects to be completed, but BUDC expects substantial completion of agreed upon projects once firm is selected and projects prioritization process is completed. Projects being considered for prioritization are included but not limited to the attached projects listing.

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- 17. Is there an expectation of a licensed professional to complete various assessments associated with Streets Projects and provide a report/monitor as the project progresses?**

Yes. NYS licensed staff should be indicated in the responses.

- 18. Cost estimating: is the expectation to provide cost estimating at Schematic, Design Development, and Construction Documents phases for each project?**

Yes.

- 19. Is there a list of secured funding sources available?**

Yes. Note that BUDC and The City of Buffalo are consistently applying for funding through various sources. Additional funding sources are also anticipated.

- 20. Will the successful respondent be responsible for developing marketing materials and/or maintaining a social media presence associated with the Community Engagement Strategy?**

BUDC and the City of Buffalo will be responsible, but we would expect the respondent to collaborate with BUDC and the City of Buffalo's Office of Communications.

- 21. Is there an expectation of creating a new initiative/brand for the implementation of these projects?**

No. The projects will fall under the Buffalo's Race for Place Initiative.

- 22. What entity will be responsible/point of contact for the implementation of the strategy? Setting up the meetings, drumming up interest, publication of meetings**

This will be done as a combined effort with the City of Buffalo Department of Public Works, BUDC, and the Project Manager. Note the Project Manager will be expected to coordinate meetings, project updates, etc. with the City of Buffalo Department of Public Works, BUDC and other relevant stakeholders on a consistent basis to ensure proper coordination and approval on projects.

- 23. Is there an expectation that the PM team will participate in developing pitches to funding sources and participating in meetings?**

Yes. BUDC and the City of Buffalo would lead but will expect support from the project manager as needed. (Example: data, maps, images, and attendance at meetings if needed.)

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24. Do you have an overall budget or expectation of hours for the duration of the 3 years?

See question #2 and #3. Hourly rates of the anticipated personnel over the 3-year period will be used to assign projects/tasks to the selected firm.

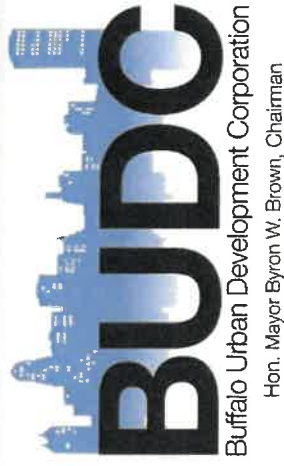
Project and Cost Management for Downtown Buffalo and Waterfront Area Infrastructure Projects

Tuesday, July 2, 2024
1:00 p.m.



**BUFFALO URBAN DEVELOPMENT CORPORATION (BUDC)
&
CITY OF BUFFALO**

Buffalo Urban Development Corporation



BUDC MISSION

The mission of Buffalo Urban Development Corporation (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 to attract and/or retain 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 Wilson Park transformation.



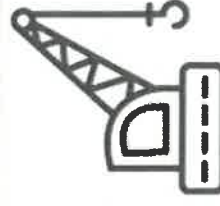
Unique public-private partnerships
to amplify regional collaboration



Innovative and inclusive community
engagement to impact workforce
retention and recruitment



Positioning Buffalo Niagara to
maintain global relevance



Creation of Accelerator Fund to
expedite infrastructure improvements

BUFFALO'S RACE FOR PLACE

Buffalo Urban Development Corporation

BUFFALO'S RACE PLACE

The **race** is on.

Buffalo Urban Development Corporation

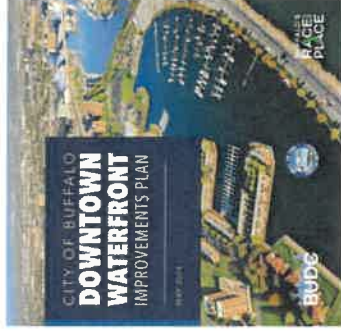
- Improved Infrastructure
- Creative Placemaking
- Added Vibrancy
- Enhanced Diversity & Equity
- Mixed Income Housing
- Accessibility/Mobility
- Talent Attraction
- Maintenance & Sustainability
- Technology Solutions
- Small Business Support
- Improve Connections to Neighborhoods
- Attract Additional Investment
- Support Existing Development



DOWNTOWN BUFFALO PLANS

Infrastructure plans will come from the following plans as well as priority projects from the City of Buffalo.

- Downtown Waterfront Improvement Plan
- City of Buffalo's Smart Street Design Plan
- Downtown Buffalo Infrastructure and Public Realm Master Plan
- The Future of Mobility: Remaking Buffalo for the 21st Century



CITY OF BUFFALO 2024-2027 FOUR-YEAR STRATEGIC PLAN



Statement of priorities and goals of Mayor Byron W. Brown's administration for the City of Buffalo



Rooted in community engagement and feedback received through various City initiatives



Reflection of existing and anticipated areas of focus of City resources, opportunities to leverage additional resources



Overarching goal of 'Building an Equitable City', through actions, goals and solutions

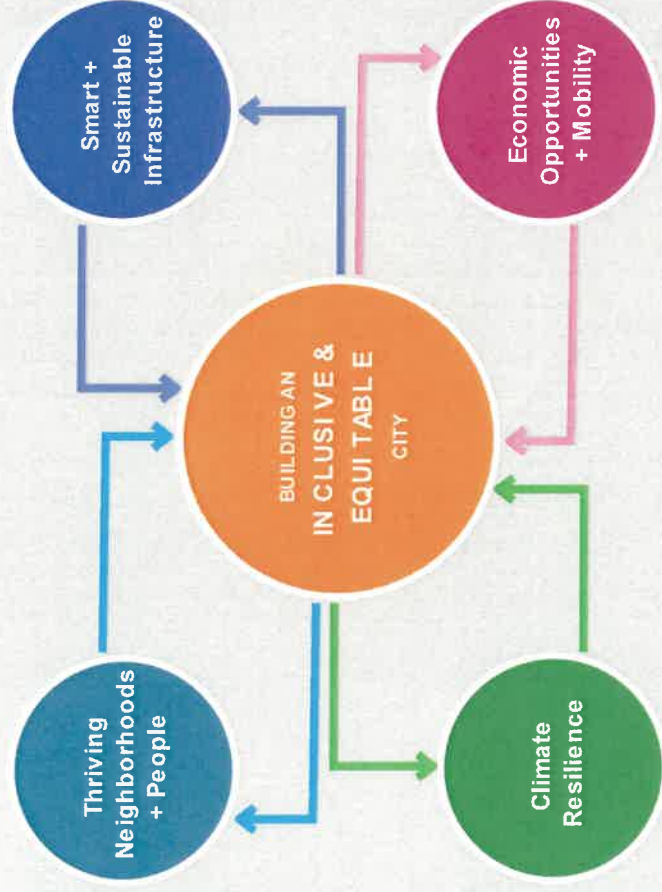


Indicators identified to measure our progress



<https://www.buffalony.gov/1569/Four-Year-Strategic-Plan>

Four Priorities Framed by Equity



 Building Thriving Neighborhoods + People	<ol style="list-style-type: none"> 1. Ensure access to well-maintained parks, open space, and cultural institutions 2. Increase quality, affordable housing citywide 3. Increase knowledge of and access to City services and programs 4. Enhance and promote community safety and well-being
 Building Smart + Sustainable Infrastructure	<ol style="list-style-type: none"> 1. Equitably address implementation of smart cities technology 2. Modernize the City's multi-modal transportation 3. Strengthen the City's fiscal health to meet current and future needs 4. Reinvest in the City's assets and infrastructure
 Building Climate Resilience	<ol style="list-style-type: none"> 1. Increase energy efficiency of municipal buildings 2. Convert municipal fleet to low or zero-emission vehicles 3. Plan and build climate resilience 4. Invest in clean energy and the green economy 5. Encourage reductions in private sector emissions
 Building Economic Opportunities + Mobility	<ol style="list-style-type: none"> 1. Expand education and employment opportunities 2. Grow commercial corridors and neighborhood centers 3. Support a diverse business community through City policy 4. Strengthen and sustain 21st century industries and development 5. Encourage small business development and growth

PROJECT OVERVIEW

Buffalo Urban Development Corporation (BUDC), in collaboration with the City of Buffalo's Office of Strategic Planning, is looking for a Project and Cost Manager to oversee various infrastructure projects in Downtown Buffalo and the Waterfront Area.

The selected firm will manage multiple projects, ensuring alignment with several city plans aimed at improving:

- Connectivity
- Accessibility
- Economic
- Vitality
- Equity
- Safety

This initiative seeks to expedite construction projects to better connect residents, visitors, and neighborhoods to downtown and the waterfront, enhancing the region's economic vitality.

Buffalo Urban Development Corporation



PROJECT SCOPE

Task 1: Request for Proposal (RFP) Preparation and Management

Task 7: Funding and Budgeting

Task 2: Compliance

Task 8: Community Engagement Strategy

Task 3: Review Existing Plans and Materials

Task 9: Project Status Meetings

Task 4: Inclusive Street Design

Task 10: Risk Management

Task 5: Project Scheduling

Task 11: Stakeholder Communication

Task 6: Responsibility Matrix

IMPORTANT DATES

- Release of Request for Proposals: Friday, June 22, 2024
- Pre-Proposal Meeting: Tuesday, July 2, 2024
- Questions Due: Monday, July 22, 2024 at 4:00 p.m.
- Proposals Due: Thursday, August 1, 2024 at 1:00 p.m.
- Interviews: Week of August 12, 2024
- Contract Award: September 2024

Project Timeline: Three (3) Years with the opportunity for an extension

IMPORTANT DATES

Questions Due:

Monday, July 22, 2024 at 4:00 p.m.

Proposals Due:

Thursday, August 1, 2024 at 1:00 p.m.

BUDC CONTACTS

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Buffalo Urban Development Corporation

QUESTIONS?

Buffalo Urban Development Corporation

Firm	Contact name	Email
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Guidehouse	Christiana Gurgick	cgurgick@guidehouse.com
Guidehouse	John Stamatov	jstamatov@guidehouse.com
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Guidehouse	Patrick Barber	pbarber@guidehouse.com
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Diligene	Sahel Daqamseh	sahel.daqamseh@diligene.com

Attachment D Personnel Rates

Personnel Title	Hourly Rate 2025	Hourly Rate 2026	Hourly Rate 2027

Each offeror shall provide flat hourly rates for staff members that are submitted, for 2025, 2026, & 2027. After the selection committee chooses the offeror, fee negotiations for specific tasks will follow based on scope and available funding.

Flat rates shall include: overhead and profit, salary and fringes.

Reimbursable expenses may be identified and approved during specific task scoping.

Projects To Be Considered

- Ohio Street & Michigan Avenue intersection improvements
- I-190 underpass improvements at Erie Street, Pearl Street, Main Street, and Washington Street
- At-grade multi-modal crossing over rail tracks near the Waterfront Elementary School and Chicago Street
- Michigan Avenue and Scott Street intersection improvements and gateway
- 4th Street multi-modal improvements between Hudson Street and Porter Avenue
- Shoreline stabilization and multi-use path adjacent to the Irish Famine Memorial Monument
- Shelton Square - Erie Street Greenway
- Conversion to 2-way for portions of W Seneca Street, Franklin Street, Swan Street, and Pearl Street
- Marine Drive roadway improvements (adjacent to the Naval Park)
- Scott Street and Chicago Street cycle track
- Michigan Avenue improvements from Exchange Street to South Park Avenue
- Niagara Square improvements and portions of Niagara Street and Croce Way connecting to the Square
- Lafayette Square improvements
- Broadway improvements from Michigan Avenue to Main Street
- William Street improvements from Broadway to Michigan Avenue
- Clinton Street improvements from Michigan Avenue to Main Street
- Ellicott Street improvements from William Street to Clinton Street
- Roadway tables for Washington Street, Ellicott Street between North Division and South Division

Secured and Potential Funding Sources

- Federal Transportation Funding
- NYS Transportation Funding
- NYS Dept. of State
- National Grid
- Accelerator Fund (Pilot Increment Financing)
- Empire State Development Capital Funds
- City of Buffalo Capital Budget Funds
- Local Foundations
- Private Sector Funding