



"Where Life Keeps Getting Better"

Village of Webster

28 West Main Street
Webster, NY 14580
Phone (585) 265-3770 / Fax (585) 265-1004
www.villageofwebster.com

Mayor:
Darrell Byerts

Superintendent of Public Works:
James (Jake) Swingly

Village Clerk:
Heather Halstead

Trustees: Gerard Ippolito Jr. ~ Jude Lancy ~ Al Balcaen ~ Karl Laurer

Request for Expressions of Interest

Date: July 29, 2020

Interested LDSA

Subject: Webster Economic Access Project, Expression of Interest

As one of the architectural/engineering firms listed on the NYSDOT Region 4 Local Design Services Agreement (LDSA), we request your verification of interest in providing the following services: engineering, landscape architecture, surveying, environmental analysis, public involvement, and construction inspection for the Webster Economic Access Project.

The project scope includes, but is not limited to, the following items of work: Right-of Way survey, mapping and acquisition, pavement rehabilitation, center medians and lane reduction, bicycle and pedestrian improvements, street lighting improvements, underground utility improvements, landscape improvements, environmental analysis, SEQR, and assistance obtaining required permits and approvals from various State and/or Federal agencies. A more detailed scope of work can be found within the completed project application which can be found at <http://www.villageofwebster.com/webster-economic-access-project.html>

This project will be partially funded through the Consolidated Funding Application Round IX of the Regional Economic Development Council initiative, (REDC), and a blend of public and private funds. The REDC award of \$1,838,000 through Empire State Development was announced in December 2019. It is understood that currently available funding is not sufficient to complete construction portions of the overall project. However, available funds will be utilized towards project advancement and the application for additional Federal assistance funds to complete the project. As permitted by State and/or Federal procurement statutes, the Village of Webster will engage the selected Consultant pursuant to this solicitation for the duration of the project through construction and project closeout.

We anticipate issuing the selected consultant a Notice to Proceed in Fall 2020. Project deliverables and benchmarks are included with the completed project application and other documents at the link provided above. We anticipate deliverables associated with the initial tasks to be submitted with funding applications in the next round of Federal BUILD, INFRA or other funding programs that may be available in Spring 2021. This project is anticipated to have an MWBE and Disadvantaged Business Enterprise utilization goal between 20 and 30 percent.

If you would like to have your firm considered for this locally administered, State and Federal-aid, public-private partnership project, please submit 10 copies of your proposal to:

Matt Chatfield
Executive Director, Webster Economic Development Alliance
28 West Main Street, Webster, NY 14580

Proposals are due by September 1, 2020 at 4:00 p.m.

Your proposal must contain the following information:

- A single page cover letter transmitting your Expression of Interest
- No more than three single-sided pages of text addressing the following:
 - Understanding of Work to be done and Firm's Approach
 - Experience with Similar Projects
 - Familiarity with the Federal-Aid Process
 - Experience with EPA, DEC environmental cleanup/remediation programs
 - Experience with Empire State Development or REDC projects
 - Proposed Staff
 - Logistics and Familiarity with the Project Area

Note: Text shall be limited to font size 10 or larger with single line spacing;

- An organizational chart of the proposed team including sub-consultants;
- Resumes of any key staff (consultant or sub-consultant) on the organizational chart;

The Village of Webster will select the most highly qualified firm according to the following weighted criteria:

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|---|-----|
| 1. Understanding of the work to be done/project approach. | 25% |
| 2. Experience with similar work/projects. | 25% |
| 3. Familiarity with federal and state requirements. | 20% |
| 4. Quality of proposed staff. | 15% |
| 5. Logistics and familiarity with the project area. | 15% |

At its discretion, the Village of Webster may elect to interview selected firm(s) to finalize the selection of a Team during the week of September 14.

Documents which will prove helpful in your decision and planning are available at <http://www.villageofwebster.com/webster-economic-access-project.html>

The documents include:

Completed ESD Application
Project deliverables and key date summary
Project overview and area maps
other related plans, documents, and resources.

Please acknowledge receipt of this request, via email to Matt.Chatfield@WebsterEDA.org. Please include contact information for your firm. Any addendums to this request will be forwarded electronically.

For more information please contact Matt Chatfield , 585-315-0216, matt.chatfield@WebsterEDA.org.

Thank you,

Matt Chatfield
Executive Director
Webster Economic Development Alliance

Cc: Jake Swingly, Superintendent of Public Works
Darrell Byerts, Mayor