

West River Wall Reconstruction Planning & Preliminary Design

NYSDOS / LWRP Grant C007067 City Project No. 12236

Request for Proposals October 28, 2013

Department of Environmental Services

Bureau of Architecture and Engineering Services

City of Rochester, New York

James R. McIntosh, P.E.
City Engineer

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GENERAL INFORMATION

Project Title & Location

West River Wall Reconstruction - Planning & Preliminary Design

The West River Wall site for this project is located on a riverfront site adjacent to Exchange Boulevard on the west side of the Genesee River, directly east of the Corn Hill Neighborhood. The site extends from Corn Hill Landing south to the Ford Street Bridge in the City of Rochester. The length of the wall to be studied is approximately 2,150 feet. This section of wall is characterized by a crumbing concrete flood control wall, overgrown vegetation, trail deficiencies and lack of public access to the River and its view sheds.

The New York State Canal Corporation owns, and is responsible for maintaining the river wall. The parcel identification number is SBL <u>121.310-0001-033.000/0000</u>. The City has a variety of permits and easements to access the site, including a permanent easement through the site to provide for public access to the river front. The City owns the property abutting the Canal property and running parallel to Exchange Boulevard.

Project Attribution

This project is being funded, in part, with a grant under Title 11 of the New York State Environmental Protection Fund Local Waterfront Revitalization Program. As such, all products prepared for this project (documents, reports, maps, etc.) must include the Department of State Logo and the following acknowledgement:



This document was prepared for the New York State Department of State with funds provided under Title 11 of the Environmental Protection Fund

RFP Schedule and Delivery Information

Submit the bound original and four (4) bound copies of the proposal by:

5:00 p.m. on Friday, December 6, 2013 to the following location:

Thomas C. Hack, P.E., Project Manager Bureau of Architectural & Engineering Services City of Rochester City Hall, 30 Church Street, Room 300B Rochester, New York 14614 (585) 428-6852

Hackt@cityofrochester.gov

2.0 PROJECT OVERVIEW

Project Objective

The City of Rochester has received a matching grant from the New York State Department of State, with funds provided under Title 11 of the Environmental Protection Fund, to retain a consultant to provide engineering and architectural services for the planning and preliminary design of the project referred to as West River Wall Reconstruction – Planning and Preliminary Design. Final Design, construction and construction administration services are not included. The 50-50 share breakdown for this project is as follows:

State Share: \$122,000 Local City Share: \$122,000 Total Project: \$244,000

To conduct planning phase tasks, produce a master plan for the river corridor (between Corn Hill Landing and Ford Street Bridge), and develop preliminary plan for the West River Wall. The project will be undertaken through consultant engineering and landscape architectural services with experience in artistic architectural solutions, waterfront development, landscape architecture, environmental reviews, civil engineering, survey, structural and geotechnical inspection, river wall design, and trail planning and design. The consultant shall ultimately provide schematic plans, master plan, color renderings, preliminary design drawings, cost estimates, and an overall implementation strategy for the wall and adjacent property.

Key elements of the project include:

- West River Wall Inspection: Site reconnaissance, survey and in-depth structural inspection of
 the concrete river wall and its foundations shall be performed. A full survey of the project
 area, including ROW, will be required. Diving Inspections and/or Lidar Survey will be required.
 Inspections shall be performed to a level adequate to fully assess conditions and may include
 - concrete coring, soil and rock borings as applicable, adequate to accurately assess the level of repairs required and the true costs associated with various alternatives.
- General: All designs shall be ADA compliant and meet all State and Local design criteria. Public park / water front features such as steel railing, lighting,

The planning and preliminary design shall embody an innovative and creative solution that architecturally intertwines functionality with artistic waterfront design and the rich urban character of the area.

banners, bollards, interpretive signage, benches, bike racks, and landscaping may be included.

• **Flood Protection:** The Flood Insurance Study for Monroe County, sponsored by the Federal Emergency Management Agency (FEMA), has listed several areas of concern associated with the deterioration of the West River Wall. Voids in the walls compounded by concerns for overtopping, leakage and deteriorated wall sections have resulted in portions of the Corn Hill Neighborhood being included in past FEMA mapping. Full exploration of FEMA mapping and the rational behind current flood boundaries shall be investigated.

Flood protection measures shall be investigated with the goal of altering potential flood encroachment boundaries and revisions to current FEMA mapping. The West River Wall shall be analysis to ascertain its containment volume and 500 year flood elevation. Flood elevations shall be correlated to FEMA mapping and current water profile modeling. Coordination with FEMA shall be undertaken to alleviate concerns and adjust mapping boundaries.

Neighborhood Planning: In 2011, the Rochester Regional Community Design Center in
collaboration with the Corn Hill Neighborhood Association hosted a Community Planning
Charrette to engage stakeholders and gather ideas that might serve as a basis for the creation of a
Community Based "Vision Plan". The event attracted over 75 residents and stakeholders, and over
30 local design professionals who served as facilitators.

Attendees were assigned to twelve teams with the various teams exploring in detail six primary focus areas. The six primary focus areas included:

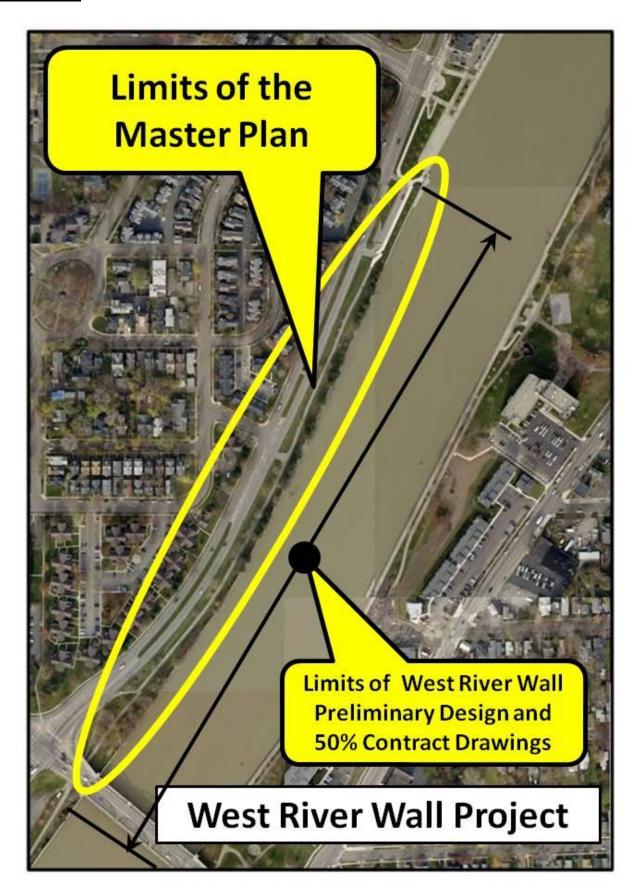
- 1. Perimeter/Gateway/Corridor
- 2. Historic Area—North
- 3. Historic Area—South
- 4. River Corridor
- 5. The Upper Triangle Commercial/ Mixed-use/ High Density Residential
- 6. The Edge—Structures on the Perimeter

Based on the extensive input received during this planning event, a community-based "Vision Plan" for the Corn Hill Neighborhood was prepared by the Rochester Regional Community Design Center (RRCDC). The Vision Plan reflects the goals and ideas of community members for revitalization and enhancement of their neighborhood, the commercial district and the underdeveloped and underutilized areas surrounding the district, including the riverfront.

The Consultant shall fully read and understand the goals, visions, and long term components expressed in the community-based "Vision Plan" for the Corn Hill Neighborhood. The Consultant shall evaluate each recommendation as they pertain to the West River Wall site. Evaluation shall be technical in nature and be used to help understand the costs and technical feasibility of the various recommendations. The primary recommendations in the plan are based on community driven Guiding Principles

- 1. Attract People to Visit and Live in Corn Hill;
- 2. Foster Standards for Property Development, Improvement and Maintenance;
- 3. Expand Green space and art elements throughout the neighborhood;
- 4. Enhance the Pedestrian Experience
- 5. Celebrate Diversity and Nurture inclusion
- 6. Economy Serving Community; Community Supporting Economy
- 7. Unlock neighborhood connections;
- 8. Protect and Utilize the River;
- 9. Preserve and Promote our Natural and Historic Treasures.

Web Site address for the Corn Hill Vision Plan is: http://cornhill.org/charrette/



Project Background

The City of Rochester has committed considerable resources to developing its waterfront in recent years. As evidenced by investment at Brooks Landing, Corn Hill Landing, High Falls, Erie Harbor Park and the Port of Rochester, the City's riverfront has emerged as a true focal point of the Flower City. Among the largest of Rochester's public riverfront investments were the Frederick Douglass-Susan B. Anthony Memorial Bridge (formerly known as the Troup-Howell Bridge), The reconstruction of the East River Wall, Brooks Landing, and the Ford Street Bridge in 2002.

The East River Wall Project removed obsolete flood control walls that were barriers to the river in order to bring the existing Genesee Riverway Trail to the water's edge and add lighting, fencing, landscaping, and other features. This linear park is now popular with walkers, joggers, and bicyclists from every corner of the community. A new Erie Harbor housing development adjacent to the trail, completed in 2011, has further enhanced its popularity.

A section of the west river wall was similarly reconstructed in 2004 in conjunction with the development of Corn Hill Landing. Obsolete flood walls were removed here as well, creating a waterfront promenade that is now one of the most popular destinations in the city. However, south of Corn Hill Landing, the west river wall has not been reconstructed. There, views of the river remain completely obscured by tall, crumbling flood control walls and overgrown vegetation that has gone undisturbed for many years. This forgotten link of unimproved river wall prevents the full realization of the public and private economic development potential of this picturesque setting.

The City proposes to obtain professional consulting services to guide the planning and design of the reconstruction of the west wall of the Genesee River from Corn Hill Landing south to the Ford Street Bridge as well as the river corridor itself. Critical safety inspections are needed to ensure that the wall can handle an emergency flood situation. If the wall is found to be inadequate, necessary repairs/reconstruction will be designed. Improvements to be considered include a new alignment for the Genesee Riverway Trail (a National Recreation Trail), waterfront pedestrian promenade, lighting, landscaping, fencing, and other pedestrian amenities. Opportunities for scenic overlooks, docks, and public art will be explored.

A key consideration of this phase of the West River Wall Reconstruction project will be coordination with the agency that owns and is responsible for maintaining the river wall, the New York State Canal Corporation. Recommendations will be made for funding of the construction phase of the project with federal, state, local, and other sources.

Objectives:

- Perform safety inspections to determine the current condition of the west river wall
- Obtain planning and design services for the reconstruction of the west river wall
- Involve and obtain support from the New York State Canal Corporation
- Modify Flood Insurance Maps to alleviate any and all potential flood boundaries

Problems Addressed:

- Ensure continued flood protection of nearby densely-populated neighborhoods, including Corn Hill (a National Register Historic District)
- Provide enhanced public access to the waterfront and related public amenities
- Create an attractive and uniform waterfront gateway to Downtown Rochester from the Erie Canal
- Evaluate and if feasible, incorporate recommendations put forth under a variety of Community Based Vision Plans

Environmental Benefits:

- Perform critical safety inspections on existing flood control wall
- Provide a safe and accessible waterfront promenade at the heart of an economicallychallenged urban area

Property Ownership:

The vast majority of property in the project area is public land owned by either the City of Rochester or New York State. The need for an easement or outright purchase of a portion of adjacent privately-owned land will be investigated. No land acquisition is proposed to take place as part of this phase of the project.

LWRP Implementation

The West River Wall Reconstruction project helps implement the Local Waterfront Revitalization Program (LWRP) goal of promoting and protecting the Genesee Riverfront area. This expanse of wall is within the Erie Harbor District, defined in the City's 2003 Center City Master Plan as being bound on the north by Court Street, on the west by Plymouth Avenue, on the south by Ford Street and on the east by South Avenue. It includes a significant portion of the Genesee River waterfront as well as the Erie Canal Harbor/Port area. The district is adjacent to and connected with the Corn Hill and South Wedge residential neighborhoods.

Two related LWRP projects are partially implemented with the West River Wall project:

- LWRP Project C.5 Regional Trailways (Genesee Riverway Trail): Includes development of a continuous linear river trail system connecting the Seaway Trail, Erie Canal Heritage Trail and the Genesee Greenway Trails. Project calls for providing high quality trail amenities including parking at trail heads, information & safety signs, solid trail services, etc. The West River Wall project will begin the planning, site design, and trail design for an enhanced trail link in this area.
- LWRP Project C.9 Theme Based Comprehensive Sign & Information Program: This project shall include elements of a well designed sign system that is consistent and will create a user friendly environment.

The Genesee Riverway Trail meanders along the eastern edge of the site as it makes it way from points south into the Center City. This award winning trail system needs to be fully integrated into all river front site plans and benefit both the public and private realm. It is envisioned that new trail alignments and elevations closer to the Genesee River / Erie Canal would be explored for feasibility, aesthetics' and beneficial use.

3.0 DRAFT SCOPE OF SERVICES

Coordination Meeting(s)

In conjunction with the beginning of the project, the City of Rochester will schedule a kick-off meeting. The purpose of the meeting will be to identify issues related to the various design components of the project. The Consultant shall present their approach and schedule to the City for comment.

The Consultant shall notify and meet with all utilities/agencies impacted by this project on an asneeded basis to assure full coordination throughout design. Consultant shall hold regular review and progress meetings with the City and all other parties designated by the City for the duration of the project design and construction.

Products: Project kick-off meeting held with appropriate parties. Written meeting summary

outlining agreements/understandings reached. Project schedule finalized. Supply meeting agendas and minutes for all review and progress meetings thereafter.

Project Advisory Committee

Consultant in collaboration with the City shall establish and maintain a Project Advisory Committee of various stakeholders including citizens, business, the Canal Corp., FEMA, City Staff, NYSDOS Staff, and technical staff. The Consultant shall conduct and lead a minimum of two (2) Advisory Committee meetings. The Consultant shall prepare and distribute agendas and meeting minutes.

Products: Draft and final list of proposed members of project advisory committee. Project

advisory committee meeting materials, agendas, and minutes.

Site Reconnaissance

The Consultant shall conduct site-specific reconnaissance in preparation for developing a master plan and preliminary design and plans for the restoration of the West River wall. Work shall include, at a minimum, identification and mapping of the following:

- > Topographic site survey and location of all site boundaries on a cadastral map
- > Ownership/grant/lease/easement status of all lands integral with the design
- Manmade structures, buildings, or facilities on or adjacent to the site
- Infrastructure and Utilities: Overhead, at grade and below ground
- Transportation/circulation systems (truck, car, bus, ferry, train, pedestrian, bicycle, etc.) that serve or are located near the site
- Adjacent land and water uses
- Historic and archeological resources; Historical character / status of site and all adjacent properties per the New York State Historic Preservation Office (NYSHPO) and local agencies
- Topography and hydrology
- Natural resources, including location of mature trees
- View corridors

- > Zoning and other applicable designations
- Analysis of site constraints, needs and opportunities
- > Structural Inspections & Assessments: Consultant shall perform a 100% hands-on inspection of all structural elements of the west river wall. It is anticipated that a diving inspection will be required to assess lower wall and foundations.
- ➤ Geotechnical Exploration: Soil and, as appropriate, core sampling shall be performed to determine site stability.
- ➤ Hydraulic Inspection and Assessment: Consultant shall verify hydraulic needs of all stakeholders as it pertains to the river wall.

Products:

Map(s) and written summaries describing the above information and any other appropriate information identified during project scoping; engineering inspection reports, flood mapping, survey etc.

Schematic Alternatives, Master Plan, Implementation Strategies and Cost Estimates

The Consultant shall prepare a minimum of three (3) schematic alternatives based on the findings of the site reconnaissance, review of past plans and reports, and community interaction. The Consultant shall include renderings and cursory cost estimates for the various components included in the schematic alternatives.

A comprehensive community based master plan shall be developed based a review of feasible components as shown in the schematic alternatives, and as a results of public dialog. The Consultant shall provide and review with the City a matrix of the proposed costs, feasible phasing plans, and the pros and cons of each component within the master plan.

The Consultant shall work with the City of Rochester, the public (see "Public Meetings" section below), and various stakeholders including, but not limited to, Army Corp., FEMA, local neighborhood associations and recreational groups, businesses, and any other City designated entities to select one of the draft design alternatives related to the renovation of the west river wall as the basis for the preliminary design and contract drawings.

The Consultant shall prepare a minimum of three (3) alternative schematic plans and one (1) final master plan of the facility or facilities, considering and including a summary of the following:

The Consultant shall prepare an implementation strategy for the master plan, including cost estimates. The implementation plan will be sufficiently detailed to serve as a step-by-step implementation guide to construct the majority of components outlined in the Master Plan.

Products:

Alternatives of various master plan component, schematics and concept drawings. Master plan of riverfront corridor, including drawings, renderings, and cost estimates.

Public Meetings

The Consultant shall work with the City to conduct a minimum of two (2) public information meetings to present the site inventory, reconnaissance, schematic alternatives, master plan alternatives, cursory costs, implementation strategies and proposed renovations to the west river wall.

Public input will be solicited on the schematic concept plans, preliminary master plan components, philosophy behind the master plan and the proposed renovation to the west river wall. The Consultant shall prepare written summary of public input obtained at these meetings and submit the summary to the City for review and comment.

Utilizing the input received during the public meeting the Consultant shall work with the City and the Project Advisory Committee in selecting components and strategies to include in the final master plan. The final master plan will include renovations to the west river wall.

Products: Public information meetings held. Meeting materials, conceptual renderings,

engineering drawings, agendas, and minutes of meeting(s)

Environmental Quality Review

The consultant shall prepare all documents necessary to comply with the State Environmental Quality Review Act (SEQRA) through determination of significance. If a positive declaration is made, a Draft Generic Environmental Impact Statement shall be prepared.

Products: SEQRA documents and, if necessary, a Draft Environmental Impact Statement.

Construction Requirement Analysis (Renovation of West River Wall Only)

The Consultant shall prepare a written construction requirement analysis of all federal, state and local requirements for the approved schematic/concept design for renovations to the west river wall, including necessary permits and approvals, and a description of how these requirements will be satisfied by the design. A pre-permitting meeting with federal, state and local entities may be required to discuss any revisions needed to satisfy regulatory requirements.

Products: Written construction requirement analysis. Pre-permitting meeting(s).

Preliminary Design and Plans (Renovation of West River Wall Only)

Based on the comprehensive master plan for the corridor, the Consultant shall provide design services and develop preliminary CADD drawings for renovations to the west river wall. Preliminary design and plans shall be at a 50% level, with sufficient design conducted to analysis and provide sound solutions to the proposed conditions and design features. The preliminary design shall include all required maps, tables, drawings, renderings, written discussions, and estimates, and all other information identified in the contract scope.

The preliminary design drawings and supporting material shall be submitted to the City for review at least three weeks prior to the due date for comments. City comments shall be addressed to the satisfaction of the City.

The preliminary design drawings will depict the interaction between the River, the public realm and any proposed or existing private development. Design emphasis shall be given to the public realm.

Products: Preliminary design plans, renderings, estimates and supporting materials.

Permits (Renovation of West River Wall Only)

After approval of preliminary design and plans, the Consultant shall prepare all necessary permit or other approval applications and obtain the required permits or approvals. Potential permitting and approval agencies include but are not limited to:

- Federal agencies such as the United States Army Corps of Engineers
- New York State Department of State Division of Coastal Resources (DCR), pursuant to the consistency provisions of the federal Coastal Zone Management Act
- Other New York State agencies such as the Department of Environmental Conservation; the Office of General Services pursuant to the Public Lands Law, or similar authorization from the Power Authority (in certain areas of the St. Lawrence Seaway) or Canal Authority (in the State Canal System), in order to use or occupy certain State-owned lands or waters overlying those lands; and the Office of Parks, Recreation, and Historic Preservation or the State Historic Preservation Office
- Agencies of the City of Rochester, including but not limited to: planning commission, preservation board, environmental commission and City permits.

Demonstrate that the project is in compliance with 6 NYCRR Part 502, "Floodplain Management Criteria for State Projects" by obtaining a floodplain development permit, if local regulations establish such requirements, or by submitting a signed certification, by an official authorized to enforce local floodplain management regulations, that the project complies with the requirements of the statute.

Products: All required permits and approvals received. Written certification of compliance with floodplain management regulations.

Draft Final and Final Report

The Consultant shall submit a Draft Final Report and Final Report

> Products:

- Ten (10) copies of the Master Plan
- Ten (10) copies of the Draft Final Report (West River Wall Only)
- Ten (10) copies of the Final Report (West River Wall Only)
- Final Report in Adobe PDF format.

Project Reporting

The Consultant shall submit to the City, semi-annual reports (every six months) and end of project summaries on forms provided, the reports shall at a minimum include the following:

- a) Quarterly report on the Minority and Woman-Owned Business goals,
- b) Report describing work accomplished, any problems encountered and assistance needed.
- c) Final Project Summary and Measurable Results forms.

Project Completion

Following completion of all project items, the Consultant shall submit a statement that the work has been completed in accordance with the contract and subcontract(s). Both hard copy and electronic submittals (including CAD and PDF files of all drawings and renderings) of all materials will be required.

Products: Draft final and final report and all supporting documentation in hard copy and electronic format (including CAD and PDF files of all drawings and renderings).

4.0 SCHEDULE

West River Wall

City of Rochester, Monroe County NYSDOS / LWRP GRANT C007067

GENERAL PROJECT SCHEDULE	
DESCRIPTION	SCHEDULE
Kick – off / Scoping Meeting	Jan 3, 2014
Start Work	Feb 10, 2014
Site Reconnaissance & Exploration, Inspections & Survey	Feb 2014 – May 2014
Draft Alternatives, Master Plan Development, Renderings, Implementation Strategies, and Cursory Cost Estimates	March 2014 – July 2014
Project Advisory, Public & Regulatory Agency Meetings	March 2014 – Oct 2014
Environmental Quality Review	March 2014 – Oct 2014
Preliminary Design (West River Wall Only)	June 2014 – July 2014
Preliminary Plans & Construction Documents (West River Wall Only)	July 2014 – Oct 2014
Construction Requirement Analysis (West River Wall Only)	Aug 2014 – Oct 2014
Permits (West River Wall Only)	Sept 2014
Project Completion and Closeout	Nov. 2014

5.0 PROPOSAL

Technical Proposal

Proposals must be succinct and all pages must be numbered. <u>In no case shall specified page</u> <u>maximums in any section be exceeded.</u> Boilerplate and glossy promotional materials are discouraged; any such materials deemed necessary should be included as a separate appendix and may or may not be considered as part of the evaluation. Consultant selection will be based on a rating of consultant proposals. The criteria will be as follows: Project Team (50%), Proposal (40%), and Firm (10% Score).

The Technical Proposal (with Transmittal letter) shall address the following at a minimum:

- 1) Firm and Sub-Consultant Identification & Qualifications (**3 pg. max**): A description of the firm and sub-consultants, including the number of employees and their disciplines, their philosophy on serving clients, location, and number of years the firm has been in business of conducting the described services.
- 2) Relevant Firm Experience, Recent Clients, & Relevant Projects (6 page max) for this type of work; Include three (3) recent clients for whom the consultant has provided services *relevant* to those required herein. The list should include name, address, and contact information of the client contact person. Include a list of *relevant* projects including client name and contact information, *specific dates* when work was performed and the type of work services performed.
- 3) Project Understanding and Approach (6 pages max): A demonstration that the Consultant understands the proposed project and its various tasks must be included as part of the Proposal. This portion of the proposal should communicate a complete in-depth understanding and approach for all services to be provided, including all multi-disciplinary engineering & architectural services, and site exploration. The project understanding and approach should show creativity and artistic vision with heavy emphasis on innovative design solutions that combine functionality with artistic waterfront design and the rich historic character of the area. This vision should encompass both structural and non-structural elements of the project.
- 4) <u>Technical Approach, Scope of Work, and Schedule (6 pages max):</u> Provide a detailed description of the consultant's proposed unique approach and a summary of scope of services, including MWBE Utilization Plan, for the completion of the tasks identified in this RFP. The consultant may propose alternate tasks that will meet the project objectives. A detailed Gantt chart schedule for completing the tasks outlined in the RFP along with key study tasks should be included.
- 5) Team Organization (1 page max 11x17): Makeup of the project team, including sub-consultants, with a detailed organizational chart. Include a description of how the project will be organized, identification of the key project team members by name, field of expertise, specific responsibilities on the project and the estimated number of hours each specific individual will work on the project. No fees or wages shall be submitted with this proposal. Resumes: Include for all key project team members, including a list of relevant projects only, with summaries of work and dates when work was performed.
- 6) Any other factors that would be helpful to the Selection Committee in evaluating the consultant for this project.

Basic Services Fee

Provide a table/summary of anticipated technical and professional personnel hour subtotals for each of the following tasks as identified in the draft scope of services:

- Coordination Meeting(s)
- Project Advisory Committee
- Site Reconnaissance
- Schematic Alternatives, Master Plan, Implementation Strategies and Cost Estimates
- Public Meetings
- ➤ Environmental Quality Review
- Construction Requirement Analysis (Renovation of West River Wall Only)
- Preliminary Design and Plans (Renovation of West River Wall Only)
- Permits (Renovation of West River Wall Only)
- Draft Final and Final Report
- Project Completion

Your proposal should NOT include any proposed fees, however we do require that in the proposal you include a work-up of the teams proposed staff hours, assignments and M/WBE utilization plan. The table/summary should be detailed such that a reviewer can get a good feel for the tasks involved and the individuals who will be performing the individual work items. The firm deemed to be the best qualified overall for this project by evaluation committee will be asked, at a later date, to submit salary schedules, staffing tables, non-direct costs, subcontractor costs, total project cost summaries and technical assumptions.

Direct Reimbursable Expenses

The draft list of expenses (with no costs or fees) shall be identified for the following expenses:

- Reproduction of drawings, photographs, and printing
- Sub-consultants
- Laboratory tests
- Rental / Inspection equipment (if required)

RFP Schedule and Delivery Information

Submit the bound original and four (4) bound copies of the proposal by:

5:00 p.m. on Friday, December 6, 2013 to the following location:

Thomas C. Hack, P.E., Project Manager Bureau of Architectural & Engineering Services City of Rochester City Hall, 30 Church Street, Room 300B Rochester, New York 14614 (585) 428-6852

Hackt@cityofrochester.gov

5.0 CITY PROVISIONS

Living Wage Requirements

Rochester City Council adopted the Rochester Living Wage Ordinance (8A-18), effective July 1, 2001, which requires covered employers who are awarded City service contracts of \$50,000 or more to pay a Living Wage, as defined in the Ordinance, to their employees who perform work under the contract. As set for the in 8A-18D (1) of the Ordinance, if the total amount of the proposal is \$50,000 or more during the period of one year, a written commitment to pay all covered employees a Living Wage and a list of the job titles and wages levels of all covered employees in each of the years for which this agreement is sought shall be submitted with the proposal. A copy of the ordinance can be found through the web link at: http://www.cityofrochester.gov/index.cfm?id=571

Affirmative Action

This contract contains utilization goals pursuant to New York State Executive Law Article 15-A and 5 NYCRR Parts 142-144 ("MWBE Regulations"). The overall goal is established as 20% for Minority and Women-Owned Business Enterprise ("MWBE") participation as follows:

- Women-Owned Business Enterprises ("WBE") sub-contracting goal: 10%
- Minority-Owned Business Enterprises ("MBE") sub-contracting goal: 10%

The Consultant shall reference the New York State Directory of Certified Minority and Women Owned Businesses at the following internet address: http://www.esd.ny.gov/mwbe.html

A draft MWBE utilization plan will be required with this project proposal.

The Consultant shall be responsible for submitting a Quarterly Contractor Report to the Minority and Woman-Owned Business Program of the New York Department of State on forms provided by the Department of State as set forth in the City- State Agreement.