

CITY OF OLEAN

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DEPARTMENT OF PUBLIC WORKS

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April 06, 2020

Request for Proposals for:

Landscape Architecture Design Services

North Union Street Streetscape Improvements - State Street to Main Street

Proposals to be received at:

City of Olean

Department of Public Works

101 East State Street

Olean, NY 14760

Or Email: Bob Ring – bring@cityofolean.org and Keri Stephen kstephen@cityofolean.org

Proposals to be received on May 15, 2020 by 4:00 p.m.

- *If submitting by mail, please include 3 copies of the proposal.*
- *Proposals should be between a maximum of 15-20 pages and touch on the most important elements of the project as described in the following criteria:*

Scope of Services:

The City of Olean is seeking proposals for Landscape Architecture design services, to assist in the design of a streetscape improvement project along North Union Street from State Street to Main Street. The project design will be led by the City of Olean Engineering Department and will require assistance from a qualified L.A. for elements related to concrete sidewalk enhancements, concrete paver layout, rain garden layout, lighting improvements, and wayfinding signage. Proposals should be developed based on the scoring criteria below.

Project Background:

In 2016, the City of Olean completed a \$10M reconstruction project of the downtown North Union Street corridor known as Walkable Olean Phase I. The project completely changed the outlook of “downtown” by reducing from 4 vehicle travel lanes to 2 travel lanes, adding conventional bike lanes, a center median, five roundabouts, approximately an acre of green infrastructure in the form of wet and dry rain gardens, as well as a number of streetscape improvements. In 2018, the City received a Downtown Revitalization grant from New York State and \$900k was allotted to continue improvements to the North Union Street corridor. Please see the attached North Union Street DRI application for a more detailed project scope and project budget.

Project Goals:

Despite spending \$10M in the 0.68 mile long corridor of North Union Street, some elements of the project were left unfinished and the goal for the additional \$900k would be to “finish” and enhance some of those elements. Furthermore, valuable feedback has been gained from the public and business owners along North Union Street towards how to improve the streetscape. Two of the main focuses of the project are place-making and walkability. North Union Street should be a destination for City of Olean residents as well as tourists and travelers. Walking down the corridor should be an experience with many visual elements and places to see with safety and comfort as key elements.

Scoring Criteria:

The following criteria will be used to award the project. The City may hold phone interviews with the top 3 scoring candidates in order to determine the award, if necessary.

A) Project understanding and work on comparable projects.	30%
B) Proposal creativity and suggested enhancements	25%
C) Firm’s resources and proposed staff	25%
D) Ability to meet proposed project schedule	10%
E) References (please provide a minimum of 3 references)	10%

Project Scope:

See the North Union Street DRI Application (attached) for additional details on project scope

Concrete Sidewalk Enhancements and Concrete Paver Layout: Independent judgement should be used to consider proposed sidewalk and paver enhancements. \$300-400k of the project budget is anticipated to be spent on sidewalk replacement with a total of \$650k of the project budget being spent on enhancements. Enhancements should include construction of patio areas in the bulb outs in front of 188 N Union Street (Brother's Bistro) and 301 N Union Street (Union Tea Café). These patio areas likely need to include grading and layout of patio pavers, drainage, protection from traffic and seating – A permanent natural gas fireplace is being considered at these locations. Other sidewalk enhancements could include inlays of pavers, historical plaques or other landscape elements.

Rain Garden Layout: Direction of the wet and dry rain gardens along North Union Street is driven by the City of Olean Beautification Committee, who make recommendation to the Mayor on plantings and other garden elements. Independent judgement should be used to consider this portion of the scope, with the goal of low-maintenance and sustainability in mind. Ideas being considered are reducing the area of the gardens through additional turf and paver areas, dividing the larger gardens into sections with pavers, hanging baskets, permanent raised planters, reduction of high grasses, and additional riprap areas. There are XX wet gardens and XX dry gardens along the corridor.

Lighting Improvements: The City of Olean seeks to add accent lighting to the corridor by wrapping street trees with seasonal lighting and installing "summer" lighting overhead that will hang along the decorative light poles from State Street to Whitney Avenue. The City installs "winter" lighting overhead and on the light poles between the months of October through March. Working with the City to choose options from lighting suppliers, in coordination with the Greater Olean Area Chamber of Commerce, is the extent of the scope of this element. The selected firm will also work with the City of Olean Electrical Department on layout and installation ideas.

Wayfinding Signage: The City of Olean seeks to add wayfinding signage to the North Union Street corridor. Wayfinding signage should, at a minimum, include a business directory, downtown map, directional signage to important landmarks, and street signage. Independent judgement should be used for wayfinding signage enhancements. Working with the City to choose color and style options and identify signage suppliers should also be included in this scope.

Project Budget:

Sidewalk Replacement and Enhancement:	\$525,000-\$625,000
Beautification:	\$50,000-\$125,000
Lighting Improvements:	\$85,000-\$100,000
Wayfinding:	\$75,000-\$85,000
<u>Soft Costs:</u>	<u>\$25,000-\$30,000</u>

Total Project Cost: **\$900,000**

Contract Terms:

City Reservation:

The City of Olean reserves the right to waive irregularities or discrepancies in a proposal if the City determines that the waiver is in the best interest of the City.

Addenda to the RFP:

The provisions of this RFP cannot be modified by oral interpretations or statements. If inquiries or comments by offerors raise issues that require clarification by the City, or the City decides to revise any part of this RFP addenda will be provided to all persons known to the contact person who have received or will subsequently receive the RFP. Receipt of addenda must be acknowledged by signing and returning it with the proposal.

Contract:

The consultant selected by the City will be expected to enter into a written contract with the City of Olean. Once selected, a final scope of services will be determined and a design fee will be proposed by the selected firm.

Contract Term and payment:

The consultant will be expected to be available to work on the project, as needed, between the signing of the contract and the project construction phase, which is planned for Spring 2021. Construction services will not be required as part of the project. The consultant should invoice the City monthly and include hours worked and employee rates. The maximum amount payable on this contract may only be exceeded upon prior written approval by the City through a contract amendment. No services under this amendment shall begin before the City, Contractor and other required signatures are obtained on the contract or contract amendment, and the City has issued a Notice to Proceed.

Olean Downtown Revitalization Initiative Request for Project Information

In the spring of 2016, Governor Andrew Cuomo introduced the Downtown Revitalization Initiative (DRI). DRI is a \$100 million effort to improve the vitality of urban centers across New York State by investing \$10 million in 10 municipalities statewide. In 2017, the enacted state budget included another \$100,000,000 for downtown revitalization.

The 2017 DRI is again supporting a community planning process where each community develops the key ingredients needed for successful downtown revitalization:

- A clear vision for the downtown;
- Goals and strategies to accomplish the vision;
- An action plan with a timeline for projects, initiatives, and actions; and
- A strategic investment plan with catalytic projects to implement the plan.

The goal of DRI is to provide a comprehensive approach to boosting local economies by transforming neighborhoods into vibrant communities where the next generation of New Yorkers will want to live, work, and raise a family. The DRI will seek to leverage DRI funds with other funding initiatives from public or private sources. State programs included in the Consolidated Funding Application (CFA) will award priority consideration to projects and proposals which demonstrate they will advance downtown revitalization through transformative housing, economic development, transportation and community projects that will attract and retain residents, visitors and businesses.

In October 2017, Olean was selected to receive \$10 million of funding for the DRI. A team of consultants, working with a Local Planning Committee (LPC) which represents local and regional leaders, stakeholders and community representatives, will be assessing the opportunities and potential projects that could occur in Olean's downtown. The LPC will select projects that are key to overall downtown revitalization, and eligible projects will be approved for funding by the State of New York. For more information on the DRI, visit: <https://www.ny.gov/programs/downtown-revitalization-initiative>.

The consulting team is in the process of collecting information on potential projects. Since you or your organization have expressed interest in submitting a project for consideration, we are requesting that you provide the following information about the project. It is not necessary to respond to every question, only the ones for which information is currently available. For example, if you are not aware of the environmental constraints of the site, you may leave that question blank.

Please submit this form by December 18, 2017 to Erin Tito, etito@urbanstrategies.com. If you have any questions, please contact Erin at (416) 340-9004 x213.

1. PROJECT SUMMARY

a. Project Title

Present as an action-oriented statement (e.g. Renovate Smith Building for Mixed Uses; Install LED Lighting on Main Street).

North Union Street Streetscape Expansion

b. Summary Description

Include a concise description of the project (5-7 sentences)

A streetscape project is one that enhances the visual elements of an urban street, from the road, to the sidewalk and lighting, to the adjoining buildings. This type of project makes a roadway a beautiful urban corridor, an experience to walk or drive and is most often derived from an artistic rendering instead of an engineering drawing. This particular project proposes changes to N Union St which include beautification in the form of planted perennial flowers and potted plants, complementary streetscape lighting overhead and along tree bases, seasonal light pole banners, and sidewalk replacement and sidewalk additions for seating areas in front of restaurants. The project also proposes wayfinding improvements to downtown which include decorative signage and seasonal light pole banners.

Elements of

c. DRI Funding

State the amount of DRI funding being sought for the project.

\$500,000

2. PROPONENTS/APPLICANTS

a. Identification of the responsible parties

Identify the entity(ies) responsible for development, management and long term sustainability of the project. Identify a project contact person and provide their contact information in case the consulting team has questions about the project.

The City of Olean will develop, design and manage the project. The corridor is maintained and controlled by the City of Olean. Contact Bob Ring, Director of Public works, at (716) 376-5650 for questions.

b. Project Partners

Include a list of any public, non-profit, and private entities or organizations needed to implement the project and their role.

City of Olean – project management

North Union Street area businesses – outreach and design partnership

c. Capacity

Address the capacity of the responsible party(ies) to implement and sustain the project, including a reference to any other DRI project profiles that the entity(ies) is/are involved with.

The City of Olean has the capacity to implement and sustain the project.

d. Documentation of Qualifications/Relevant Experience

Include entity overviews/brochures and detailed information on similar development projects completed within the past 10 years.

See attached concept plans of similar streetscape projects.

3. ABOUT THE SITE

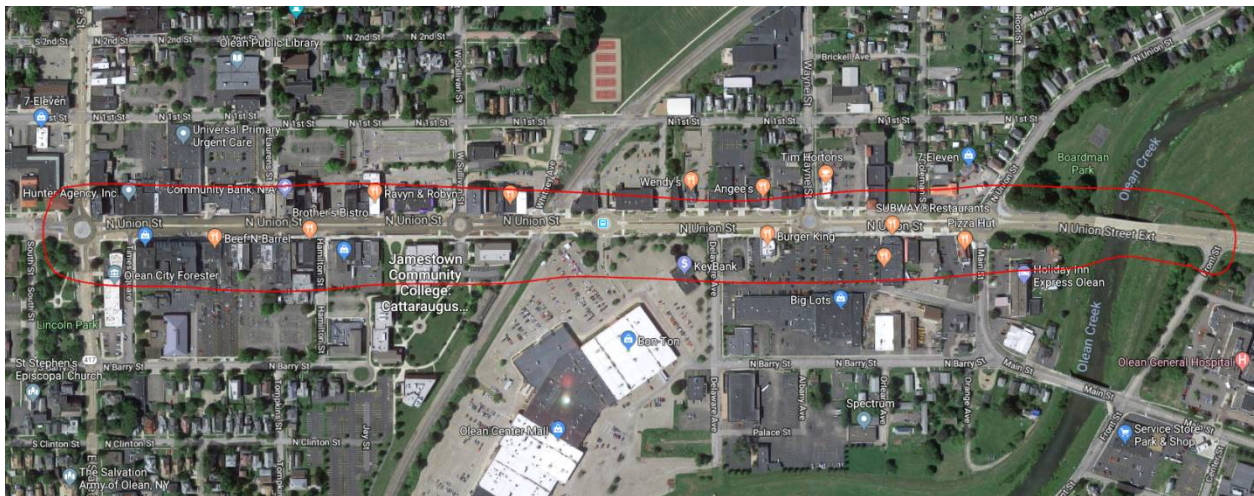
a. Location

Include the street address of the project or area of coverage and a location map.

North Union Street between State Street and Front Street

b. Site Size/Photos of Site

Approximately 5000' of roadway



c. Existing Uses

Roadway, Principal Arterial Classification

d. Building condition (if applicable)

N/A

e. Environmental conditions or other constraints

An environmental impact study is included in the total project cost.

f. Site ownership

Identify site ownership/jurisdiction over the project; identify any site control issues and proposed resolutions.

The site is owned and controlled by the City of Olean.

g. Regulatory requirements

Identify review, approvals, and/or permits related to the project (local, State, Federal) as applicable.

The project will be reviewed by NYSDOT and all applicable permits will be included in the total project cost.

4. PROPOSED DEVELOPMENT

a. Description and concept

Provide a detailed description of the proposed project:

The North Union Street Streetscape Expansion project has the opportunity to improve upon prior improvements to North Union Street, which were unable to be funded in the previous project. We have learned many lessons from the previous project and received significant feedback on how to improve on the corridor.

b. Market study / analysis

If the project is a private or partnership development, demonstrate the market feasibility.

N/A

c. Implementation

Include a general timeframe and phasing for implementation with milestones and deliverables, with immediate next steps expressed in number of months (e.g. prepare engineering design document (2 months), permit submissions, review and approval (3 months), etc.). Where appropriate, describe any preliminary work that is needed to advance the proposed project and indicate whether any of this work has been completed or what parts of this work remain to be completed. Provide any known or anticipated start and completion dates, recognizing that projects supported by DRI funds must be implemented within the next 5 years.

Preliminary Design: 6 months

Public Input: 3 months

Design and Bid: 6 months

Construction: 6 months (earliest construction year would be 2020)

5. COST ESTIMATES AND FINANCING PLAN

a. Estimated Costs

Please provide as much information as possible by December 9 including a breakdown of the project's estimated costs including full development budget, soft costs and, for municipal projects, operating and maintenance costs.

Design: \$75,000

Beautification: \$125,000

Sidewalk Replacement and Enhancement: \$100,000

Lighting Improvements: \$100,000

Wayfinding: \$85,000

Light Pole Banners: 15,000

b. Funding Sources

Identify committed funds and potential funding sources from public and/or private sources; clearly identify the amount of DRI funds being sought.

Total Project Costs: \$500,000

DRI Funding Ask: \$500,000 (100% funding)

Additional funding sources: FHWA revolving grant funds, NYSDOT revolving funds, City of Olean funds

6. LOCAL IMPACT

Describe the project's anticipated impacts on Olean (e.g. jobs created, other economic impacts, community benefits). Please identify metrics that may be used to measure the project's success.

Streetscape projects have proven to have multiple benefits to a community including economic benefits to existing businesses, positive environmental impact, health and safety impacts and quality of life benefits. Business vacancy rates decrease in areas impacted by streetscape projects. Real estate values rise in areas of downtown revitalization.

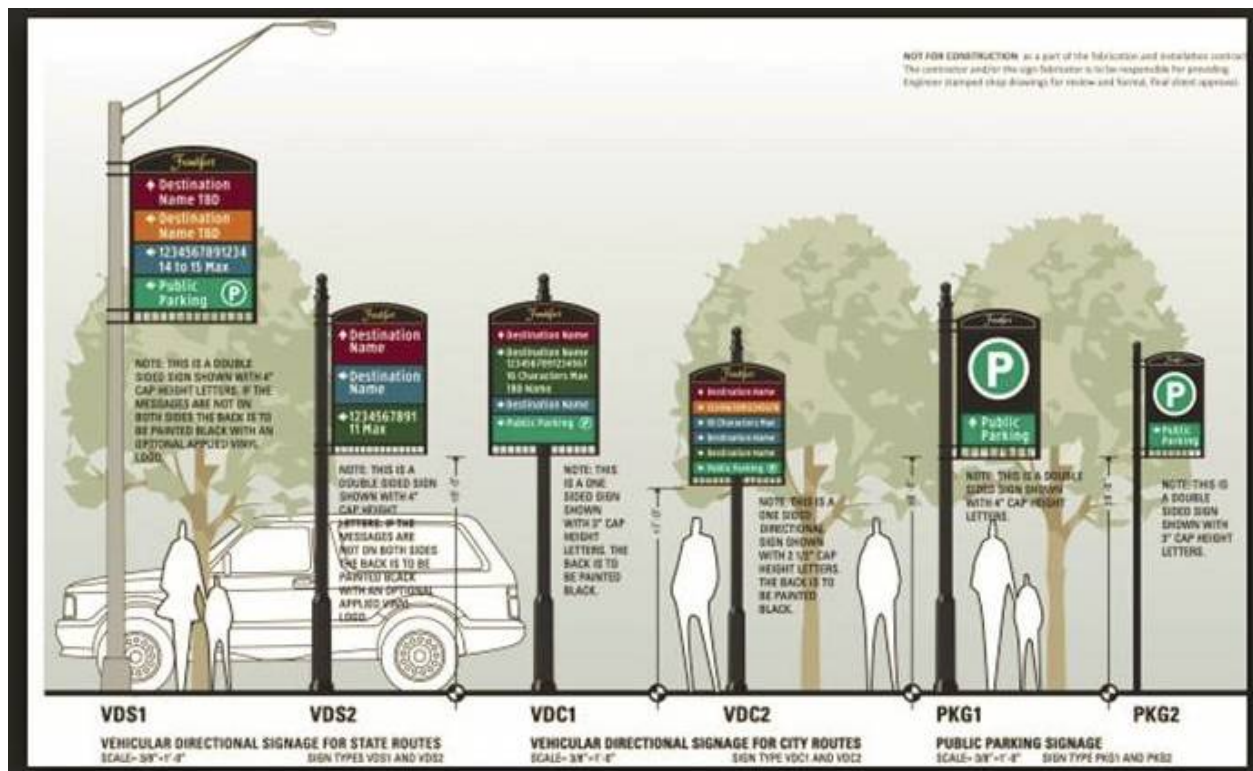
Potential Lighting Improvements



Beautification



Wayfinding



Sidewalk Enhancements



**STATE OF NEW YORK
CITY OF OLEAN, NEW YORK**

CONTRACT AGREEMENT

1. This agreement made and executed this _____ day of _____, 20__, by and between _____, party of the first part, hereafter called the "Contractor" and the City of Olean, New York, hereinafter called the "City", party of the second part.
2. Witnesseth that said Contractor by these presents does agree, for and in consideration of the covenants and payments to be made and hereinafter provides, to furnish all materials, tools, and labor required for the work and to construct same in the most substantial and workmanlike manner in accordance with the plans and specifications hereinafter referred to for the amount named in the proposal hereto attached and made a part of this contract.
3. The Contractor further agrees that he is fully informed regarding all of the conditions affecting the work to be done and labor and material to be furnished and that his information was secured by personal investigation and research and that he will make no claim against the City by reason of the representations made by any officer or agent of the City.
4. It is further agreed that the City may make such additions, deductions, or changes as may be deemed necessary making an allowance or deduction therefore at the unit prices named in the proposal and the contract shall in no way be invalidated thereby and no claim shall be made by the Contractor for any loss of anticipated profits because of any such change or by reason of any variation between the quantities as given and the work actually done.
5. The Contractor further agrees to assume all responsibility for damages to person or property that may accrue during the prosecution of the work, through the negligence of himself, his agent or employees, or from any other cause, and to save the City harmless therefrom.
6. The Contractor further agrees that all damages of whatever nature resulting from the work or resulting to the work during its progress from whatever cause shall be borne and sustained by him, and that all work shall be solely at his own risk until it has been finally inspected and approved by the Engineer and accepted by the City.
7. The Contractor agrees that he will comply in every respect with the provisions of the Labor Law of the State of New York regarding employment on public work, also all ordinances of the City and also Chapter 158, Section 200-E regarding the discrimination on account of race or color in the employment of citizens upon public work.
8. On the faithful performance of the work herein embraced as set forth in the foregoing Contract and in the accompanying proposals, specifications, and plans which are a part thereof, and its acceptance by the Engineer, the City hereby agree to pay the Contractor the amount named in the proposal hereto attached and made a part of this Contract in the following manner, to wit:

The Engineer shall one in each month make an estimate of the amount of work done in accordance with terms and conditions of this Contract during the preceding months and to compute the value thereof and certify to the City all monies due computed upon percentage basis after which the City shall pay the Contractor for said certified amount.

Payment to the Contractor will be made in an amount equal to ninety (90) percent of the work performed as determined by measurements made by the Engineer, ten (10) percent being retained until final completion and acceptance by the Engineer.

9. It is further agreed that so long as any lawful or proper directions concerning the work or materials given by the Engineer or his representative shall remain uncomplied with, the Contractor shall not be entitled to have any estimate made for the purpose of payment, nor shall any estimate be rendered on account of work done or materials furnished until such lawful and proper directions have been fully and satisfactorily complied with.
10. The Contractor agrees not to assign, transfer, convey, sublet, or otherwise dispose of this Contract or of his right, title, or interest therein, or his power to execute such Contract, to any other person, company, or corporation without the previous consent in writing of the City.

Witness our hand and seals on the day and year first above mentioned.

COMPANY NAME L.S.

By _____ L.S.
Party of the first part

CITY OF OLEAN, NEW YORK

By _____
Party of the second part MAYOR

By _____
WITNESS CITY CLERK