

Request for Proposals Operation of Western New York Workforce Training Center Buffalo, New York

The New York State Urban Development Corporation, doing business as Empire State Development (ESD) is issuing a request for proposals (RFP) for qualified for-profit companies, not-for-profit organizations, and/or teams to submit their qualifications and proposals to serve as the official Operator of the Western New York (WNY) Workforce Training Center (the “Center”), to be established in Buffalo, NY. The WNY Workforce Training Center is a signature initiative of Governor Andrew Cuomo’s Buffalo Billion Investment Development Plan. It is being developed under agreement with the Buffalo Urban Development Corporation (BUDC) using a combination of ESD and New York Power Authority (NYPA) funds.

The Center will be located at 683 Northland Avenue on the East Side of the City of Buffalo, and will anchor a 35-acre BUDC redevelopment of the Northland Avenue Corridor into a modern business park setting, which will complement an overall neighborhood revitalization effort. The Center will use State University of New York (SUNY) educational partners to provide degree and certificate training programs in advanced manufacturing and energy sectors, including programs to support NYPA future training needs. Its programs will be geared toward a combination of target groups that traditionally have not been sufficiently represented in the labor forces for these sectors.

Respondents must demonstrate that they have the ability, credentials, financial capacity, and experience to undertake all administrative, financial control, internship/job placement, and coordination activities necessary for the operation of the Center, in accordance with the Buffalo Billion Investment Development Plan and the Center’s proposed business plan.

A copy of the RFP may be downloaded from the New York State Contract Reporter at www.nyscr.ny.gov (you will need to establish a free account) or by request by contacting Paul Tronolone at paul.tronolone@esd.ny.gov (email requests must include the company/organization’s name and official contact person).

ESD will hold a non-mandatory **Pre-Proposal Information Meeting at 2:00 p.m. on May 11, 2016 at ESD’s Regional Office at 95 Perry Street, 5th Floor, Buffalo, NY.** Those that intend to participate in the Pre-Proposal Meeting must RSVP via email to paul.tronolone@esd.ny.gov, prior to the close of business on May 6, 2016.

Parties intending on submitting a response to this RFP must send a brief Registration Letter indicating their intent to submit a proposal, the name of the organization, and primary person contact information. Registration letters may be sent regular mail to the address below or via email to paul.tronolone@esd.ny.gov, and must be received no later than close of business on May 17, 2016.

Proposals responding to this RFP must include a detailed management approach and preliminary business terms for the operation of the Center, as well as Proposer Team qualifications information.

Proposals are due to ESD by 3:00 p.m. on Tuesday, June 14, 2016, and should be addressed to:

Christopher Schoepflin, WNY Regional Director
Empire State Development
95 Perry Street, 5th Floor
Buffalo, NY 14203

In accordance with NYS procurement law, no member of the staffs of ESD, NYPA, the City of Buffalo, BUDC, or any elected official, or any associated person, other than the officially-designated representative listed for this procurement (Mr. Paul Tronolone) shall be contacted pertaining to this RFP during the procurement process. Respondents failing to comply with this requirement risk disqualification by ESD.

All respondents to this procurement will be required to comply with ESD's Terms & Conditions (Schedule A) and Insurance Requirements. Respondents will also be required to comply with State Tax Law Section 5a and State Finance Law Section 139j-139k, each of which is included in Schedule A and through on-line links listed in the RFP. Respondents will also be asked to comply with the Iran Divestment Act, Encouraging Use of NYS Businesses in Contract Performance Form & Vendor Responsibility Questionnaire outlined in the solicitation.

Pursuant to Executive Law Article 15-A, ESD's Non-Discrimination and Contractor & Supplier Diversity policies will apply to this contract. ESD's Office of Contractor and Supplier Diversity, in consultation with relevant parties, has assigned the following Minority and Woman-Owned Business Enterprise ("MWBE") participation goals for this project:

- *Overall MWBE Participation Goal: 30%*
- *Minority-Owned Business Enterprise ("MBE") Participation Goal: 15%*
- *Women-Owned Business Enterprise ("WBE") Participation Goal: 15%*