



REQUEST FOR PROPOSALS: NIAGARA FALLS HERITAGE GATEWAYS

Addendum 3

Release Date: August 5, 2022

1. QUESTIONS & ANSWERS

The following is a list of responses to questions submitted by prospective respondents (“Respondents”).

No.	Question	Answer
11	Page 14 in the RFP it states that fees should be submitted with a detailed staffing plan including hourly rates. Are the hourly rates required for this contract and proposal response to be based upon state approved multipliers?	Hourly rates for staff must be fully-burdened (inclusive of salary, fringe and overhead/administrative costs). It is at the sole discretion of the respondents to set these rates. The use of state-approved multipliers is not required. These billable rates will be referenced in the winning team’s contract and held constant throughout the term of the contract. Any changes or additions to the rate schedule referenced in the contract will require written approval from USA Niagara.
12	What is the anticipated start date for the project?	We would like to start the project as soon as possible. We anticipate the scoring/section process for the RFP to be completed by late September.
13	Do all Gateways and heritage checkpoints need to be completed with the \$10 million or can a later phase be identified?	We would like to build everything at once without phasing. But—as addressed in a previous response in addendum #1—we are open to exploring designs that exceed the \$10 Million budget during the concept design process. This may mean some difficult choices will need to be made or—if the need is compelling enough—we may be able to use the concept design deliverables to request additional funding.



No.	Question	Answer
14	Assuming all forms are to be completed by the prime and included as an appendix, please clarify what forms are to be completed and included by sub-consultants.	Correct, the prime must complete all the forms and certifications referenced in section VIII of the RFP. The only form that must be completed by subconsultant is the “OCSD-2 Staffing Plan.” Please compile each subconsultant’s OCSD-2 form and include them in the same section of the appendix as the prime’s form.
15	Page 12 of RFP, Task 7: Construction Documents. The last sentence states: “Produce original Contract Documents, stamped and signed by an architect or engineer appropriately licensed to practice in the State of New York.” Is a Landscape Architect stamp acceptable?	Assuming the proposed structures are not enclosed buildings and all other applicable documents are prepared and stamped by NYS licensed engineers, a NYS Certified Landscape Architect stamp is acceptable.
16	What services will USA Niagara provide during construction? Will USA Niagara provide a full-time site inspector?	USA Niagara will provide high level project management services include the processing of payments and contract oversight. The consultant must provide all other services. USA Niagara will not provide inspection services. Respondents may include inspection services in their proposed scope or work. Otherwise, respondents must include the development of RFP materials for USA Niagara to procure third-party inspection services as required in task 7 on page 12 of the RFP document.
17	Would MWBEs and/or SDVOBs certified by agencies other than New York State be eligible to count toward the MWBE / SDVOB requirements?	No, MWBE/SDVOBs must be certified by New York State.
18	Would a NYS-certified MWBE submitting as a Prime Respondent be eligible to count toward the MWBE requirement?	Yes
19	May respondents submit currently in-progress projects or unbuilt planning/visioning projects in the Respondent Qualifications section?	Yes, if there is enough information and images to adequately convey the scope/quality of work and eventual final product.

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20	The link provided in the RFP to the EO-16 Certification form doesn't work—can you please distribute that form to Respondents or provide a new link?	https://esd.ny.gov/sites/default/files/EO16-certification.pdf
21	Is there a survey of the observation deck site with tree locations indicated that could be shared?	No. The consultant must complete any required surveys.
22	On page 26 of the RFP, the instructions for completing Form ST-220-CA reference a "Schedule A to Form ST 220-CA." Can you provide Schedule A to Form ST 220-CA to all respondents?	Schedule A can be found at the following link: https://esd.ny.gov/sites/default/files/ScheduleA-Services_Materials-3818.pdf
23	What type of prime consultant would USA Niagara prefer to have leading the team?	The team can be led by any type of consultant if they are qualified and can demonstrate experience in managing consultant teams and similar projects.
24	Should the design team assume a code consultant and an archaeologist?	Code compliance will be an important component of the project. If your firm cannot provide this service in-house you may want to include a subconsultant that can provide the service. Based on your team's vision, it is at the discretion of the respondent to include an archeologist.
25	Are there any existing cultural landscape reports?	Yes, the project is in an approved National Heritage Area. You can find the Niagara Falls NHA Management Plan at the following link: https://parkplanning.nps.gov/document.cfm?parkID=504&projectID=31850&documentID=46548
	Should the consultant propose a project schedule?	Yes
26	Is the consultant responsible for identifying the true stakeholders, or will additional information be provided by USA Niagara?	USA Niagara will identify stakeholders for the project.
27	How is USA Niagara typically involved throughout the design process? I.e, in terms of meetings, reviews, and input.	USA staff will be intimately involved in the process. This will include regular check-in meetings (schedule to be determined), design reviews and stakeholder meetings.



No.	Question	Answer
28	Is it assumed that addenda will be issued as part of the contract when it comes to documenting design changes / requests from USA Niagara?	Yes, if the nature of the work needs to deviate from the scope of work identified in your proposal, and ultimately the contract with USA Niagara. Any significant changes to the scope of work—whether requested by USA Niagara or the consultant—will be done through a formal contract amendment.