

ACKNOWLEDGEMENT

REGARDING

ERIE CANAL HARBOR DEVELOPMENT CORPORATION'S

**First Buffalo River Marina Capital Improvements
Architectural/Engineering Design Services**

ADDENDUM NO. 3

Date: February 14, 2018

Please Sign and Return this sheet with the Proposal, as receipt verification of Addendum No. 3 for the above referenced project.

Note:

1) Consultant shall also acknowledge receipt of this Addendum in the cover letter of the Proposal.

Received By: _____
(print name) (signature)

Company Name: _____

Date: _____

First Buffalo River Marina Capital Improvements Architectural/Engineering Design Services

ADDENDUM NO. 3

February 14, 2018

This Addendum varies the Request for Proposals dated January 11, 2018 and titled:
First Buffalo River Marina Capital Improvements

This Addendum will form part of the Request for Proposals and is to be read, interpreted and coordinated with all other parts. To acknowledge receipt of this Addendum, **Respondents must follow the instructions on the acknowledgement form (page 1).**

ATTACHMENTS

BLUEPRINT, An Update on Planning for the Future of Buffalo's Outer Harbor, Perkins +Will (2015)

ADDS/DEDUCTS/CHANGES

CHANGE: As per Addendum No. 2, the Proposal due date has been changed to February 27, 2018 at 2:00pm.

QUESTIONS/ANSWERS

Question 3: Are we correct in assuming that the same consultant selected for Task A will also be awarded tasks B-H?

Response 3: Yes, the Consultant awarded Task A would have its Contract amended after scope and fee negotiations for Tasks B-H are agreed to by ECHDC and the Consultant.

Question 4: Do the requisite diversity goals of 15% MBE, 15% WBE, and 2% SDVOB have to be met for each Task individually or can the goals be met over the course of all tasks, A-H?

Response 4: The MBE, WBE and SDVOB goals will need to be met for Task A as this is a standalone contract. The goals would then need to be met for Tasks B-H under the amendment as described in Response 3.

Question 5: I was unable to attend the preproposal meeting today at 12:00 for the RFP referenced in the subject. I was wondering if I could obtain the sign in sheet?

Response 5: Sign-in Sheet was provided with Addendum No. 1.

Question 6: Does the prime contractor need to be licensed in NY or may documents be signed/sealed by a sub-contractor?

Response 6: The Prime Contractor will need to be licensed in NY.

Question 7: Is there an anticipated budget for Task A?

Response 7: ECHDC will not provide an anticipated budget at this time.

Question 8: What is the anticipated budget for Task A?

Response 8: See Response 7.

Question 9: What is the anticipated budget for the remaining tasks?

Response 9: To be determined based on the accepted Master Plan, Cost Estimate and Consultant scope of work for Tasks B-H.

Question 10: With respect to the WBE, MBE, SDVOB requirements, can they be realized over the course of the entire project provided that we are in compliance with the total percentage at all times. In other words and for example, if we met a 30% MBE during Task A, and then met a 30% WBE for Tasks B – H, would that be acceptable?

Response 10: See Response 4.

Question 11: Could you please make available the information listed below:

- The Perkins+Will Master Plan
- Bathymetric survey
- Property survey outlining Pier Head Line and Bulk Head line

Response 11: The Buffalo Harbor Blueprint, completed by Perkins+Will (September 2015) is attached. No bathymetric survey has been completed. The property survey is included at Exhibit D of the original RFP.

Question 12: At the Pre-Proposal Conference, you indicated the property survey may be available. Will you be sending out the survey for respondents review and use.

Response 12: The property survey is included at Exhibit D of the original RFP.

Question 13: Please confirm whether or not front and back covers will be counted toward the 100-page limit.

Response 13: Yes.

Question 14: May proposers include a cover letter, bound into the proposal? If yes, will the cover letter be counted toward the 100-page limit?

Response 14: Yes.

Question 15: May proposers include a table of contents, bound into the proposal? If yes, will the table of contents be counted toward the 100-page limit?

Response 15: Yes.

Question 16: May proposers include section divider pages in the proposal? If yes, will those section dividers be counted toward the 100-page limit?

Response 16: Yes.

Question 17: Please confirm whether the projects in **Section 1.f. - Architectural Qualifications** should solely reference the *building* architecture scope of the project (as opposed to landscape architecture, engineering, etc.)?

Response 17: Section 1.f should address the team’s qualifications to design a public Marina, including architecture, landscape architecture, engineering, environmental and marina operations.

Question 18: In **Section 1.g.** of the proposal, how many client references are expected? Are client references requested only for the prime consultant, or for the prime consultant and all sub-consultants?

Response 18: Three (3) references for the Prime only.

Question 19: Based on our review of the required forms and RFP **Section V.D.**, Other Certifications & Requirements, we understand the following forms are to be filled out by the proposed Prime Contractor ONLY—please verify:

- Request for Proposals Checklist
- Encouraging Use of New York State Business in Contract Performance
- Iran Divestment Act Letter (on behalf of the Prime Contractor and all sub-consultants)
- OCSD-1 and OCSD-4
- SDVOB Utilization Plan

Response 19: Yes.

Question 20: Based on our review of the required forms and RFP **Section V.D.**, Other Certifications & Requirements, we understand the following forms are to be filled out by the proposed Prime Contractor and all proposed sub-consultants—please verify:

- Offerer Disclosure of Prior Non-Responsibility Determinations
- Offerer’s Affirmation of Understanding and Agreement pursuant to State Finance Law
- ST-220-CA
- OCSD-2, OCSD Diversity Practices Questionnaire
- New York State Vendor Responsibility Questionnaire

Response 20: Yes.

Question 21: Please indicate the ESD Contract/Project Number to be stated on all required forms.

Response 21: Leave blank for now. This will be assigned after Contract award.

Question 22: Please clarify the requirements stated in RFP **Section V.D.1.** State Tax Law Section 5-a, regarding form ST-220-CA as they apply to proposed sub-consultants for this project.

Response 22: See Response 20.

Question 23: RFP **Section V.D.4.** Vendor Responsibility states that “Vendors are asked to file the required Vendor Responsibility Questionnaire online via the New York State VendRep System or *First Buffalo River Marina Capital Improvements*

A/E Design Services

Request for Proposal – Addendum No. 3

may choose to complete and submit a paper questionnaire.” Given this statement, will paper copies of Prime and Sub-Consultants’ Vendor Responsibility Questionnaire be required to be bound within this proposal, **OR** should consultants submit these forms via the online VendRep system and provide proof of submission in the proposal?

Response 23: Either is fine, as long as the VendRep questionnaire is completed.

Question 24: Please confirm that the following components of the OCSD form are to be submitted, provided the proposed team meets or exceeds the MWBE and SDVOB goals for this project:

- OCSD-1
- OCSD-2
- OCSD-4
- OCSD Diversity Practices Questionnaire

Response 24: Yes.

Question 25: Can you confirm that, although we are only to provide fees for Task A, we should provide an approach to the scope for all tasks in our response to **Section 2.c.** (Methodological Approach)?

Response 25: The focus of Section 2.c should be on Task A. However, feel free to add approach to additional tasks.

Question 26: We understand from the pre-proposal conference that development of the site will likely be phased. Will Task D (Design Phase) include design for all phases of development, or only a first phase?

Response 26: To be determined based on the accepted Master Plan and Cost Estimate.

END OF ADDENDUM NO. 3