

VILLAGE OF WATKINS GLEN DOWNTOWN
REVITALIZATION INITIATIVE (DRI) PROJECTS

REQUEST FOR PROPOSAL

This RFP is issued on behalf of
607 N Franklin Street
Watkins Glen, NY 14891

By

Schuyler County Partnership for Economic Development (SCOPED)

Contact

Yvonne Zhao, MPA
Senior Economic and Community Development Specialist
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BACKGROUND

Schuyler County Partnership for Economic Development (SCOPED), the administrator of Village of Watkins Glen's DRI fund, on behalf of the owner of 607 N Franklin St, is issuing this RFP for a DRI project in need of a general contractor. The objective of this Request for Proposal is to locate a source that will provide the best overall value to the property owner of both buildings. With price being a significant factor, other criteria (i.e. prior experience, MWBE designation, etc.) will be considered in the decision-making process.

PROJECT SCOPE

Reside entire building with fiber cement siding

Replace exterior staircase and porch

- Composite material: treads, stringers, decking
- Trex signature aluminum railings (black)

Replace 1st and 2nd floor entry door

Replace roof with metal roof

Interior apartment upgrades

- Replace existing flooring
- Replace fluorescent light fixtures with recessed cans

Interior commercial upgrade

- Replace boiler

SUBMISSION GUIDELINES & REQUIREMENTS

The following submission guidelines and requirements apply to this Request for Proposal:

1. First and foremost, only qualified individuals or firms with prior experience in similar projects should submit proposals in response to this RFP. **Please indicate in the response whether you are a NYS Certified MWBE business.**
2. Bidders who intent on submitting a proposal should notify the representative identified on the cover page of this RFP no later than **September 3, 2021.**
3. As part of their response, bidders must specify at least **1** project that is similar to this one.
4. Proposals must be signed by an authorized representative of the bidder.
5. If the bidder has a standard set of terms and conditions, please submit them with the proposal.
6. Proposals must be received prior to **September 10, 2021**, and remain valid for **30** days.
7. Schuyler County Partnership for Economic Development (SCOPED) anticipates choosing at least two bidders to have more in-depth discussions. Final selection will be made from among these “down- selected” individuals or companies.

RFP & PROJECT TIMELINES

The Request for Proposal timeline is as follows:

Request for Proposal Issuance	08 / 26 / 2021
Selection of Top Bidders / Notification to Unsuccessful Bidders	09 / 13 / 2021
Start of Negotiation	09 / 13 / 2021
Contract Award / Notification to Unsuccessful Bidders	09 / 15 / 2021

The need-date for the project completion is **May 2022**. Bidders may propose an earlier or later date, it will be evaluated accordingly in the course of the decision-making process.

BUDGET

The property owner's budget for the project is **\$60,000**.

EVALUATION FACTORS

With cost being the most important factor, Schuyler County Partnership for Economic Development (SCOPED) and the property owner will also consider the following aspects rating proposals:

1. Meeting the requirements listed in this Request for Proposal
2. Relevant past performance/experience
3. Provided samples of work
4. Cost, including an assessment of the total cost of ownership
5. Technical expertise/experience of a bidder and bidder's staff

Schuyler County Partnership for Economic Development (SCOPED) reserves the right to award the project to the bidder that presents the best value as determined solely by Schuyler County Partnership for Economic Development (SCOPED) in its absolute discretion.

SUBMITTAL

Please submit your response by **4:00pm on September 10th, 2021** to:

Yvonne Zhao, MPA

Senior Economic and Community Development Specialist

Via email: yvonne@flxgateway.com **OR**

Via mail: 910 S Decatur St, Watkins Glen, NY 14891 (ATTN: DRI RFP)