

VILLAGE OF WATKINS GLEN DOWNTOWN
REVITALIZATION INITIATIVE (DRI) PROJECTS

REQUEST FOR PROPOSAL

This RFP is issued on behalf of
609 N. Franklin St
Watkins Glen, NY 14891

By
Schuyler County Partnership for Economic Development (SCOPEd)

Contact
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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 609 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 609 N. Franklin St. 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

The scope of the project entails both exterior and interior work. The successful bidder will be responsible for managing and completing all work listed:

1. Replace shingle roof with metal roof
2. Replace existing metal roof, shimmed to eliminate two pitches
3. Repair any damaged roof sheathing
4. Replace house trim, aluminum
5. Reside entire building with fiber cement siding (stock color, Hardie, lap)
6. Repair water damaged house sheathing (south side of building at and below ledger board, possibly below windows)
7. Replace all windows except new ones at front of entry (3). Vinyl, white. Specs available.
8. Repair sill plates as needed due to water damage
9. Repoint foundation and parge
10. Replace basement hatch door
11. Replace gutters/downspouts
12. Replace apartment door
13. Replace apartment deck (replace skeleton if needed)
 - a. Composite treads
 - b. Composite stringer cover
 - c. Trex Signature aluminum railing
14. Replace ramp and porch decking and cover fascia boards with composite (Trex, basic)
15. Replace porch/ramp railing with Trex signature aluminum railing

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 **June 17, 2021**.
3. As part of their response, bidders must specify at least **1** project that are substantially similar to this one. Please provide references for these projects as well as examples of your prior work.
4. A technical proposal must be not more than **3** pages long. It must provide an overview of the proposed solution as well as resumes of involved personnel. In addition, the technical proposal should include a suggested schedule and milestones, as applicable.
5. A price proposal must be not more than **2** pages long. It should indicate the overall fixed price for the project as well as hourly rates and the estimated total number of hours, should the property owner decide to award a contract on an hourly rate basis.
6. Proposals must be signed by an authorized representative of the bidder.
7. If the bidder has a standard set of terms and conditions, please submit them with the proposal. All terms and conditions will be subject to negotiation.
8. Proposals must be received prior to **June 18, 2021**, and remain valid for **30** days.
9. 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	06 / 10 / 2021
Selection of Top Bidders / Notification to Unsuccessful Bidders	06 / 21/ 2021
Start of Negotiation	06 / 21/ 2021
Contract Award / Notification to Unsuccessful Bidders	06 / 23 / 2021

The need-date for the project completion is **October 2021**. 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 **\$70,000**.

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 June 18th, 2021** to:

Yvonne Zhao, MPA

Economic and Community Development Specialist

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

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