

Curbside Management RFP Questions and Answers

(Q): What is the deadline for the RFP submission, as the bid website has the date for November 26th?

(A): The submission deadline has been extended to December 1st due to the holiday week.

(Q): Can you define the study area where an inventory of downtown Buffalo curbs needs to be captured (i.e.: a map or specific street boundaries)?

(A): The study area is located in Buffalo's Central Business District identified as "Central" on the City's [Open Data Buffalo Website](#). The general boundaries are inclusive of Tupper Street (N), Michigan Avenue (E), South Park Avenue (S), and South Elmwood (W).

(Q): For the field survey, is there any indication for how long the street corridor will need to be designed for (i.e.: one block, a half mile, etc.)?

(A): There is no predetermined scale for the flexible smart street corridor, however the preliminary design should be tailored to one corridor but applicable to others.

(Q): Is there an upset limit or known budget for this project?

(A): The budget will not be disclosed at this time. The City will review proposed budgets received and decide on the best course of action.

(Q): How many iterations or revisions of the preliminary design plans should be included in the budget?

(A): We estimate 2-4 iterations. This may vary based on the number of public meetings held. The final iteration would be refined in final design.

(Q): Should we assume in-person or virtual meetings?

(A): We will assume virtual meetings but are open to the possibility of hybrid meetings when necessary.

(Q): Can the bi-weekly meetings be virtual meetings for cost efficiencies?

(A): We anticipate the bi-weekly meetings will be held virtually. However, if in-person meetings are needed, the selected consultant will be informed in advance.

(Q): Can you clarify how the cost proposal should be submitted, and if overhead and fringe values need to be provided?

(A): The cost proposal should be inclusive of the total labor cost, which would reflect the amount of hours spent on a task and the billing rate per person. The overhead cost should be provided as a separate line item. The fringe values do not need to be included.

(Q): Can the scoring system for evaluation be provided?

(A): The scoring sheet has not been finalized.

(Q): Regarding the workforce goal noted on page 19 of the RFP, does the minority workforce goal of 25% and woman workforce goal of 5% apply to the firm at-large or only the staff that work on the project? Similarly, does the workforce goal apply to the prime firm only or prime and subconsultants (including WBE/MBE firms)?

(A): The minority workforce goal of 25% and woman workforce goal of 5% are specific to the prime contractor and the staff working on the project. While these are not hard requirements, these are goals that we strongly encourage.

(Q): In regards to the “inventory of downtown Buffalo curbs” on page 3 of the RFP. Is this for the entire City of Buffalo or a strategic core area? Is there any existing data in regards to curbing in the City (e.g. signage, curb cuts, ramps, etc.) and what format is it in?

(A): There is existing information in an excel database. To increase efficiency, the Department of Public Works is in the process of transferring this data into the City's GIS system.