

CITY OF ONEIDA
OFFICE OF THE CITY ENGINEER

Eric G. Schuler, P.E.
City Engineer

Benjamin G. Smith
Assistant City Engineer



109 North Main Street
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CP20-11: DOWNTOWN DISTRICT STREETScape IMPROVEMENTS
RFP: ENGINEERING SERVICES

The City of Oneida (CITY) is issuing this Request for Proposals (RFP) for the selection of a qualified engineering firm to develop a Conceptual Design for Streetscape Improvements in the Downtown District.

All work shall comply with the applicable state and federal requirements. Proposers must be licensed to practice professional engineering in the State of New York. Proposals must be received no later than 3:00 pm Thursday April 30th, 2020 at City Hall, 109 N Main Street, Oneida, NY 13421.

Due to ongoing COVID-19 restrictions, hand-delivery will not be accepted as access to City Hall may still be restricted at Proposal Deadline. Digital submission of proposal is preferred via File Transfer or Cloud Server link.

The successful engineering firm will be determined solely from the submitted Proposals. Proposals will be reviewed by a committee that will assign Proposal scores based on Staff Qualifications (10 points), Relevant Past Projects (10 points), and Proposed Engineering Fees (15 points).

Please note that the CITY reserves the right to interview all of the candidates if it so chooses.

Final Deliverable deadline of Friday July 17th, 2020 shall be noted in Proposal.

Submitted Proposals shall consist of the following content structure:

1. Cover Letter
2. Scope and Lump Sum Fee
3. Firm Background
4. Similar Projects
5. Key Personnel
6. Schedule

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- IF MAILING HARD-COPY: To prevent opening by unauthorized individuals, your submittal should be identified on the envelope as follows:

**PROPOSAL ENCLOSED
TIME-SENSITIVE MATERIAL
Engineering Services**

The proposal shall be addressed to:

**Benjamin Smith
Assistant City Engineer
109 N Main St
Oneida, NY 13421**

- IF SENDING DIGITALLY: Digital Submission of Proposal shall be submitted to bsmith@oneidacity.com.

The CITY reserves the right to amend the RFP based on questions and issues raised during this solicitation process. Questions will only be accepted via email to Benjamin Smith at bsmith@oneidacity.com.

Required Final Deliverable:

1. Streetscape Cross-Sectional Rendering(s)
2. Conceptual Plan Layout (25% Design)
3. Concept-level Estimate

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Additional Information

The CITY has established a Capital Project to identify Streetscape Improvements throughout the Downtown District. The CITY submitted an application for a \$10M Downtown Revitalization Grant in 2019, and is looking to strengthen future applications with the use of new streetscape renderings and updated infrastructure improvement cost projections. A copy of the 2019 submitted application can be found at the following link (https://www.ny.gov/sites/ny.gov/files/atoms/files/Oneida_2019_DRI_Four.pdf), and provides high-level information pertaining to the City of Oneida.

The following roadways within the Downtown District that will be the focus of this Project include:

- Main Street (Elm Street to Lenox Avenue)
- Broad Street (Oneida Street to Lenox Avenue)
- Oneida Street
- Vanderbilt Avenue
- Farrier Avenue (Main Street to Broad Street)
- Phelps Street

Streetscape Improvements are envisioned to occur “building face to building face”, across the entire roadway cross-section. The CITY anticipates proposed design including, but not limited to the following: Pedestrian Walkways, Green Infrastructure elements, Pavement, Traffic Signals, Decorative Streetlights, Utility Improvements, etc.

In-person progress meetings may be affected due to the uncertain nature of COVID-19 and restrictions that may be in place. The CITY is well-equipped to handle meetings via Zoom or other internet-based teleconference platforms, if necessary.

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Proposer Interest Form:

Complete the following form and return by e-mail to bsmith@oneidacity.com if interested in submitting a Proposal. Submission of this form will ensure that any and all supporting Proposal Documents and Proposal addenda will be sent to you.

Contact Person: _____

Title: _____

Company: _____

Address: _____

City: _____

State: _____

Zip: _____

Telephone: _____

Email: _____