



Ontario County Public Works

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HIGHWAY ~ ENGINEERING ~ WASTEWATER SYSTEMS & SEWERS ~ BUILDINGS & GROUNDS ~ PARKS ~ PUBLIC WORKS FINANCE

June 10, 2019

«FirstName» «LastName» «JobTitle»
«Company»
«Address1»
«Address2»
«City», «State» «PostalCode»

Re: Lakeshore Drive & NY 364 Sidewalk Improvement Project, P.I.N. 4761.23
Federal Aid Transportation Alternatives Program (TAP) - Consultant Selection

Dear Mr. «LastName»:

Ontario County is requesting Expressions of Interest (EOI) to select an engineering firm from Region 4 LDSA list to provide design phase services for the above referenced locally administered federal aid project. We anticipate design phases to be completed in FFY 2019-2020 with construction in 2021. Disadvantaged Business Enterprise (DBE) participation on consultant services contract shall be in accordance with Chapter 6 of the latest Procedures for Locally Administered Federal-Aid Projects Manual.

Project Description:

NYSDOT PIN: 4761.23, Lakeshore Drive & NY 364 Sidewalk Improvement Project: The project will consist of the construction of 2,950± linear feet of 8-foot wide concrete sidewalks with ADA compliant curb ramps and pedestrian level lighting on both sides of NY 364 and 3,015± linear feet of the same along the north side of Lakeshore Drive/County Road 50. The goal of this project is to improve safety & accessibility for all modes of transportation and improve access to the Finger Lakes Community College campus, consistent with general community goals and expectations.

Project Limits: NY 364: NY 5-US 20 to Lakeshore Drive
Lakeshore Drive/County Road 50: NY 364 to NY 5-US 20

Project is being initiated to improve safety & accessibility for all modes of transportation. Listed below are several potential aspects of the project that may need consideration during design and construction:

1. Insertion of proposed sidewalks & pedestrian level lighting into existing roadside environment

- a. Identification of utility conflicts
 - b. Drainage system modifications/improvements
 - i. Sidewalk with integral curb
 - ii. Sidewalk with planted or paved buffer zone
 - c. Enhancements to crosswalks & pedestrian warning signs
 - d. ADA compliant curb ramps
 - e. Enhancements to pedestrian signal facilities
2. Coordination with NYSDOT Region 4 Landscape / Environmental Group
 3. Coordination with utilities & utility relocations
 4. Coordination with constituents and local officials

In addition, the County expects to receive an award for a federal aid highway preventive maintenance project for CR 50 with the same time-frame for construction as this project. County engineering staff will design the highway preventive maintenance project and will need to coordinate with the selected firm to combine both projects into one contract for construction.

TAP application, project location map, and Initial Project Proposal (IPP) for the project can be downloaded from the Ontario County's website at <https://www.co.ontario.ny.us/1744/Lakeshore-DriveNY-364-Sidewalk-Improveme>.

Consultant Selection Process:

County's selection process will include 1.) Identify firms interested in the project; 2.) Short list 2-3 firms; 3.) Conduct interviews and 4.) Make a selection. As part of the first step, we're asking firms to provide a written EOI specific to this project and the issues involved. The EOI should supplement your LDSA qualification application. We'll accept no more than five (5) 8½ x 11 pages of text, maps, and drawings.

At a minimum, the EOI should include the following:

- Identification of all proposed team members, and their assumed roles on this project; provide resumes with information having specific relevance to this project (three (3) 8½ x 11 pages per resume will be allowed in addition to five (5) page maximum EOI). Note how each of the team members contributed to relevant projects listed; and
- Project team's experience with similar Locally Administered Federal Aid Projects (LAFAP), with special emphasis on urban/suburban sidewalk design, construction, & project management experience; and
- Project team's experience with NYSDOT Region 4, Regional Local Project Liaisons (RLPLs) & Landscape / Environmental Group; and
- Project team's experience working with other project design teams & coordinating work with multiple fiscal shares

It is important, within the EOI, to specifically identify project manager & project engineer, and their experience with similar LAFAP (sidewalk design, pedestrian signals, pedestrian lighting, utility relocations, coordination with constituency and local officials, and experience with NYSDOT

Region 4 RLPLs), with special emphasis on urban/suburban sidewalk design, construction, & project management experience.

After review of each EOI by the selection committee, County will short-list firms. Those firms will be asked to spend time with selection committee reviewing their qualifications and approach to the work. County will likely request to meet with two (2) key personnel (project manager & project engineer) identified in the EOI that will be involved with day-to-day design and project management, regardless of job title. After a firm has been chosen, we will begin determining the project scope and design costs.

Please forward your EOI to this office by **Friday, July 12, 2019, at 4:00 PM**. Please mail four (4) copies of any materials contained in your EOI. If we do not receive an EOI by this date we will assume your firm does not wish to be considered for selection. In no way will your decision to, or not to, participate affect your firms consideration on subsequent projects.

Sincerely,

William C. Wright, P.E.
Commissioner of Public Works

cc: Richard J. Papaj, P.E., RLPL NYSDOT, Region 4

Attachments available at:

<https://www.co.ontario.ny.us/1744/Lakeshore-DriveNY-364-Sidewalk-Improvement>.

