

**Request for Proposals
Professional Services to Implement the
Town of Livonia Big Tree Road
Pedestrian Improvement Project TAP)**

The Town of Livonia is interested in procuring engineering and design services to implement the Big Tree Road Pedestrian Improvement Project. The Town received a grant through the New York State Department of Transportation TAP/CMAQ program to complete the project. The total cost for the project is approximately \$4,300,000.00. The selected consultant will be required to work with the Town and the NYS Department of Transportation to ensure all requirements are satisfied.

The selected consultant must be prepared to provide preliminary design, detailed design, construction support, and construction inspection services for the Federal/State-Aid Project listed above in the Town of Livonia, Hamlet of Lakeville, Livingston County, PIN 476150, involving approximately 1.04 miles of US 20A (Big Tree Road). The project will improve the sidewalks, crosswalks, curbing, and drainage infrastructure on Big Tree Road from West Lake Road (State Road 256) to Rochester Road (State Route 15) in the Town of Livonia, Livingston County. Consultants should also have experience working on pedestrian improvement projects for small, rural towns comparable to the Town of Livonia.

If you are interested in providing the services described, please submit one (1) electronic copy and seven (7) hard copies of your proposal and qualifications by **2:00 PM on March 27, 2025**, to:

Town of Livonia
Attention: Eric R. Gott, Town Supervisor
35 Commercial Street
PO Box 43
Livonia, New York 14487

Fax and email submissions will not be accepted.

TOWN OF LIVONIA

Professional Services to Implement the Town of Livonia Big Tree Road Pedestrian Improvement Project (TAP)

DESCRIPTION OF THE PROJECT

1. The Town of Livonia is a small rural community located in the northeastern part of Livingston County, New York.
2. The project will involve an approximately 1.04 miles segment of US 20A (Big Tree Road). The project will improve the sidewalks, crosswalks, curbing, and drainage infrastructure on Big Tree Road from West Lake Road (State Road 256) to Rochester Road (State Route 15).
3. A proposed schedule should anticipate the project be completed by November 2027.

DESCRIPTION OF SERVICES REQUIRED

The project will improve pedestrian safety and connectivity along Big Tree Road from West Lake Road to Rochester Road. It includes the installation of a five-foot wide ADA accessible sidewalk along the south side, an approximately 300-foot extension of the northside sidewalk, and mid-block crossings at the West Lake Road and Turtle Rock/Pebble Beach Road intersections. Additionally, a 5-foot shoulder and a 10-foot snow buffer will be installed along with stormwater drainage and curbs to enhance infrastructure resiliency and further protect pedestrians who traverse in unsafe conditions due to flooding and icy pavement after snowstorms. The scope also includes the installation of traffic signage and/or signaling to further aid pedestrians traveling through the corridor. The project must comply with requirements of the NYSDOT contract with the Town of Livonia.

Generally, tasks include but are not limited to:

- Preliminary design activities, including preparation of the design approval document, topographic survey and mapping, evaluation of cost and environmental factors, and preparation and participation at public informational meetings.
- Final design activities, including the development of sidewalk and access ramp plans and designs for public utilities, maintenance and protection of traffic during construction, and preparation and submission of final plans, specifications, and estimates (S&E) for the project.
- Construction support activities, including providing technical support during construction on questions relating to the design, assisting in construction bid proceedings, analyzing bids, and reviewing shop drawings as necessary.
- Construction inspection activities, including providing on-site construction inspection and oversight to ensure the quality of construction, conformity with the final plans and specifications, and preparation of as-built plans.

PROPOSAL CONTENT

Proposals should provide the following items:

- Please list similar municipal projects your firm has successfully delivered as a prime consultant.
- Please narrate your familiarity and understanding of the project site and the project goals and describe your initial thoughts/ideas regarding possible solutions to the issues involved.

- Please provide a project schedule.
- Please identify your proposed team for this project.
- Describe how you are “contractor friendly” in terms of plans, design, specification, and construction methods. Does your team include members with hands-on, practical construction experience who will ensure a smooth transition from design to construction? Is your firm receptive to ideas, concerns, and suggestions brought forth by the contractor and owner during construction?
- Please confirm that your firm’s workload will not be detrimental to the successful and timely delivery of the project and that you are confident that construction completion by November 2027 is achievable.
- Please describe why your firm would be the best team for the most successful and timely delivery of the project.

Additional information or modifications to proposals may be requested from any prospective firm.

PROJECT CONTACT

If there are questions pertaining to this RFP, they must be sent in writing to:

Julie Holtje
 Zoning Compliance Assistant
 Town & Village of Livonia
 PO Box 43
 Livonia, New York 14487
bz2@livoniany.org

EVALUATION CRITERIA

The Town of Livonia will select the most highly qualified firm according to the following criteria, listed in order of decreasing importance:

Understanding of work to be done	25%
Experience with similar kinds of projects	20%
Logistics and familiarity with the project area	15%
Quality of the staff for the work to be done	15%
Familiarity with Federal and State requirements	15%
Organization and financial responsibility	<u>10%</u>
	100%

The Town reserves the right to reject any or all Proposals or accept what is, in its judgement, the proposal which is in the Town’s best interest. The Town may choose to interview the top candidates prior to determining contract award.

DIRECTIONS FOR SUBMISSION

Interested firms may submit their proposal electronically via PDF emailed to bzteam@livoniany.org

with seven (7) hard copies mailed to the address below no later than **March 27, 2025:**

Town of Livonia
Building & Zoning Department
35 Commercial Street
Livonia, NY 14487