

Town of Manlius

Burdick Genesee Corridor Strategic Planning Request for Proposals

The Town of Manlius completed a Comprehensive Plan in July 2023. The Comprehensive Plan recommends support for infill and mixed use development, more opportunities for active transportation, preservation of green space and higher density housing.

The North Burdick and Genesee Streets corridor Master Plan will provide a long-term vision to reimagine a more welcoming, sustainable and community-driven development pattern. The target area consists of East Genesee Street from the Town of DeWitt line to the Village of Fayetteville and North Burdick Street from Genesee Street to the bridge over the Erie Canal, with some consideration further north on North Burdick Street to Manlius Center Road (Route 290).

The Town of Manlius needs to undertake the project to define future land use and development strategies that are better aligned with community and consumer preferences as well as development trends. Currently the North Burdick and Genesee Street corridor includes a mix of large, medium, and small-scale development patterns, including some single-family residential, that are disconnected and incompatible with each other, partly because of significant growth over the last two decades in the area. The plan will seek to provide a unifying vision for the corridor to maximize economic development and placemaking opportunities that will provide benefits to the Town, residents, businesses, and customers in the area.

The Town of Manlius will develop a land use and development plan to reimagine the North Burdick and Genesee Street corridors as a walkable and sustainable town center that defines a refreshed identity for the community. An inventory of existing conditions and community input will help guide development of a visionary Master Plan for the area including future land uses, potential infill opportunities, complete streets, traffic calming techniques, zoning updates, and public space enhancements.

Issues and opportunities to be addressed include:

- Assessment of existing development patterns
- Evaluation of opportunities for pedestrian and bicycle improvements
- Consideration of denser development patterns and new land use categories
- Sensitivity to adjacent wetlands, under-parking-lot stream and Limestone Creek

Expected outcomes and deliverables include:

- Creation of a Master Plan for future development in the area
- Identification of potential infill development or redevelopment opportunities
- Recommendations for zoning modifications
- Design strategies to enhance future development and placemaking
- Suggestions to manage the vehicular traffic at intersections

- Referrals to likely funding sources for public and private improvement projects
- Draft zoning, design and regulatory standards for development or redevelopment
- Prospects for job creation.

This project is consistent with the recently completed Plan On – Onondaga County's Comprehensive Plan – including:

- Incorporating broad-based community engagement
- Considering placemaking opportunities to create community identity
- Creating a vibrant, walkable center
- Evaluating mixed-use development including housing
- Enhancing access and options for active mobility

Reference: Onondaga County 2010 Settlement Plan

http://www.ongov.net/planning/documents/plan_settlement_regional_pilot.pdf

Proposed Work Plan

The project will include a comprehensive community engagement strategy including:

- Steering Committee – the Town will establish a steering committee that will meet to provide guidance on the development of the plan. The committee will include town staff, board members, residents, and businesses and a representative from the adjacent Village of Fayetteville.
- Open Houses – two open houses will be held as part of the study. An initial open house will provide interactive stations on existing conditions, community preferences, land use strategies, transportation, and potential infill development. Another open house will be held for the public to review study recommendations.
- Online survey – an online community survey will provide residents with an opportunity to provide input on land uses, development strategies and desired amenities.
- Stakeholder interviews – stakeholders, including COR Development, will be interviewed to get detailed information on the area's assets, liabilities and opportunities.

Information about the study will be posted on the Town's website and social media. Press releases will be prepared for television, radio and print media.

The proposed work plan is as follows:

1. Inventory existing conditions - including demographics, previous studies, pending development, land use, zoning, environmental conditions, transportation, infrastructure, parking, land ownership, and occupancies. This section will also provide a brief economic & market analysis to determine future feasible uses.

2. Community engagement – conduct steering committee meetings, open houses, online surveys, and stakeholder interviews.
3. Vision & goals – develop a future land use and development vision supported by goals and strategies.
4. Develop a future land use map, land use descriptions, and other development or regulatory considerations.
5. Develop a Master Plan for the area including a 2D plan view and 3D visualization to illustrate the character and density of new development as well as infill opportunities, urban design strategies, active transportation, and gateway treatments.
6. Project profiles will be developed for priority transformative projects including scope, order-of-magnitude costs, timing, and other strategies for private, public, and branding projects.
7. An implementation table will list all projects, timing, responsibilities, and funding opportunities.

Timeline:

Months 1-3 Summer :	Issue a request for proposals (RFP) for professional services and select a consultant to complete the project:
Months 4-6 Fall:	Inventory existing conditions, and conduct extensive community engagement
Months 6-9 Winter:	Develop vision, goals & strategies as well as future land use recommendations
Months 9-12 Spring:	Develop master plan & correlating development considerations, identify projects, & provide funding opportunities. Conduct final community engagement activities for input on the recommendations.

Insurance Requirements

Workers' Compensation and Employers Liability Insurance: A policy or policies providing protection for employees in the event of job-related injuries.

Motor Vehicle Liability Insurance: A policy or policies with the limits of not less than \$1,000,000 combined for each accident because of bodily injury, sickness, or disease, sustained by any person, caused by accident, and arising out of the ownership, maintenance or use of any motor vehicle for damage because of injury to or destruction of property, including the loss of use thereof, caused by accident and arising out of the ownership, maintenance, or use of any motor vehicle.

Umbrella/Excess Liability Insurance: A policy or policies with Umbrella Excess Coverage with limits of not less than:

Liability For: Combined Single Limit

All Other Circumstances \$1,000,000

Commercial General Liability Insurance: A policy or policies of comprehensive all-risk insurance with limits of not less than:

Liability For: Combined Single Limit

Property Damage \$1,000,000 per occurrence/\$2,000,000 aggregate

Bodily Injury \$1,000,000 per occurrence/\$2,000,000 aggregate

Personal Injury \$1,000,000 per occurrence/\$2,000,000 aggregate

Errors and Omissions Insurance: A policy or policies with limits not less than \$1,000,000.

No work shall be commenced under the contract until the successful Respondent has delivered to the Town of Manlius proof of insurance of all policies of insurance required by the contract.

Indemnification

Consultant shall indemnify, hold harmless and defend Owner from and against all claims, damages, losses, judgments, and expenses, including but not limited to reasonable attorney's fees, arising from, or related to Consultant's services under this Agreement to the extent caused by any negligent or culpable act or omission of Consultant. In the event the claims, damages, losses, judgments, and expenses, including but not limited to reasonable attorney's fees, are caused by the Owner's negligence, Owner shall fully indemnify and hold harmless Consultant. In the event the claims, damages, losses, judgments, and expenses, including but not limited to reasonable attorney's fees, are the result of the negligence of both the Owner and Consultant, Owner and Consultant shall be liable to the extent or degree of their respective negligence, as determined by mutual agreement of Owner and Consultant or as determined by adjudication of comparative negligence.

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Questions submitted:

Q. What are the proposal/format/order requirements?

A. See "Proposal Contents" below.

Q. We noticed in the "Expected outcomes and deliverables" it indicates "Draft zoning, design and regulatory standards for development and redevelopment" and " Prospects for job creation" but in the proposed workplan it does not indicate those things. Are these anticipated to be part of the project profiles for priority transformative projects under #6?

A. Yes, these are anticipated to be part of the project profiles for priority transformative projects under #6.

Q. Does the Town have an anticipated budget for this project?

A. Budget is \$100,000.

Q. What is the evaluation criteria?

A. See "Evaluation Considerations" below.

Q. How is this funded? Local? Grant?

A. \$50,000 Local, \$50,000 Grant (CFA).

Q. If this is state funded, are there MBE/WBE/SDVOB goals?

A. The overall goal is 30% for MWBE participation.

Q. The website states that this RFP is to provide planning services in conjunction with 2024 CFA#141946 Strategic Planning for the Burdick Street Corridor. Can you please tell me who is providing services for that project? Also, are they precluded from submitting?

A. The "2024 CFA#141946 Strategic Planning for the Burdick Street Corridor" is the Project to be undertaken as detailed in the RFP. The Town applied for and was awarded a CFA grant for the Project. No one is providing services; the selected Consultant will be providing the planning services outlined the RFP.

Proposal Contents

Proposals should include the following information:

Scope of work

Consultant's description of work to be performed.

Project Timeline

A schedule for the work, including the range of start dates to which your firm is prepared to commit and anticipated completion dates. The schedule should include a list of all anticipated meetings with the Town of Manlius and location.

Firm Experience and References

Examples from past projects that reflect the deliverables and scope that are listed in the proposed work plan.

At least two comparable previous projects in which the consultant has engaged, with names and telephone numbers of contacts with whom the consultant's previous performance can be discussed.

Project Team (including subcontractors)

The team of people who will execute the work, with descriptions of the experiences and skills of each and his/her role in the consultant's firm and the team.

Names, addresses and descriptions of subcontractors which your firm would employ and a description of their relevant experience and past performance.

Cost Proposal

Proof of Insurance

Evaluation Considerations

Proposals will be evaluated on the basis of the following factors:

Proposed Approach

Evaluation of the work to be performed to accomplish the goals outlined in the Proposed Work Plan.

Proposed Team

Evaluation of the qualifications, reputation, and compatibility with the needs of the Town and Project, of the individual or individuals who will perform the work.

Experience of Consultant

Evaluation of the quality and quantity of the consultant's (and subcontractor's) experience and expertise in the areas proposed, supported by references.

Capacity

Evaluation of the consultant's ability and commitment to meet timeline for the project.

Cost Effectiveness/Budget

Hourly rate, number of hours to be devoted to the project, and indirect rate. Budget line items and associated costs per line item must: a) support the scope of work and b) be appropriate and cost-effective.