

RFP #2006A1 Architectural Services for Jefferson Avenue Business Incubator  
Interior & Exterior Renovations (#1 Response to Questions)

Buffalo Economic Renaissance Corporation  
Neighborhood Economic Development Department  
920 City Hall, Buffalo, NY. 14202  
Phone (716) 851-5035, Fax (716) 851-5016  
REQUEST FOR PROPOSAL #2006A1

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**Below are answers to questions from firms that have obtained the RFP:**

1. The scope of services does not mention negotiation and submission for “SHPO” approval of exterior renovation work. Should we include the scope and cost in our proposal?
  - a. Yes. Please include it as a separate cost item in your response to the proposal.
2. The RFP does not mention any scope of work with regard to environmental engineering.
  - a. Yes. No testing has occurred to date however it is expected that asbestos and lead based paint will need to be abated. Please include and identify Environmental Testing and remediation planning as a separate cost item in your proposal.
3. The scope of work states, “prepare construction documents for interior and exterior renovation of 332 East Utica Street. This 7,450 S.F.....” The plans show an elevator addition. Should this be in the scope of work?
  - a. Yes. It is expected the existing code will require installation of an elevator.
4. Is there a project budget for construction cost, as typical Architectural/Engineering services are a percentage of the construction cost?
  - a. Yes. Although preliminary, the construction cost is expected to be about \$1,000,000.
5. The scope of work refers to “colored rendering for front elevation and site plan.” Do you want a separate cost for this, as a lot of other firms do not have in-house capability to do this work, so they will probably not include it in their cost?
  - a. Yes. It is acceptable to submit this as a separate cost item, however it will be included as part of the overall cost for the scope of work covered in this RFP.

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6. The schedule is very aggressive with very little time for negotiating with “SHPO, “environmental testing, or any real design work. Do we assume the programming drawings are very close to the solution?
  - a. Of course it is impossible for us to know if the New York State Historic Preservation Office (SHPO) will accept the preliminary designs without changes. Additional time will have to be given while negotiations with SHPO continue.
  
7. Item VII Project Alternative (A) LEED Certification. Do you want a separate cost to do the design and the required paperwork to achieve a “LEED” Certification?
  - a. Yes. Please include it as a separate cost item in your response to the proposal. It is expected that we will make a requirement to seek and achieve LEED Certification for this project. Respondents should also indicate a timeline expected to obtain the LEED Certification.
  
8. Can we gain access to the building prior to submitting our proposal?
  - a. Yes. Please contact the following to schedule a tour of the building and site:

Edward Porter  
Engineer  
65 Niagara Square  
Room 612  
Buffalo, NY. 14202  
Fax at 716-851-5016 or [eporter@city-buffalo.com](mailto:eporter@city-buffalo.com)