NEIWPCC Pre-Application Conference Call

2019 Climate-Adaptive Design Project Development-HREP

April 4, 2019

1) We were curious if there were point people identified in the target communities we could reach out to in order to discuss their projects? ANS: Yes, each CAD municipality has agreed to provide a point of contact for this project. They are:

Catskill: Nancy Richards, Community Development Coordinator, nrichards@villageofcatskill.net

Hudson: Tom DePietro, Common Council President, councilpres@cityofhudson.org

Kingston: Julie Noble, Sustainability Coordinator, JulieLNoble@kingston-ny.gov

Piermont: Usha Wright, Zoning Board Chair, usha.wright@gmail.com

2) The description sounds like its building on Josh Cerra's CAD studios, and taking them to the next level with community process. Does that sound accurate to you? ANS: Yes, the purpose of this project is for a consultant, with support from the municipality, to use an engaged stakeholder process to review CAD concepts, select appropriate elements, and design an implementable project at a specific site or sites.

3) Do you think this RFP is targeting pre-existing projects, and community + consultant teams, or is it worthwhile for our team to reach out to these communities? ANS: This RFP is targeting communities that have completed the CAD studio: Catskill, Hudson, Kingston and Piermont but there are no preconceived projects, sites or teams. This RFP is open to any firm that wants to partner with one of these communities. We encourage many consultants to apply. The decision will be based on the highest scored project.

4) Can more than one consultant/firm apply for different and/or the same projects within one municipality? ANS: Yes, any firm can submit as many applications as they want to.

5) If so, can the municipality submit letters of support for multiple firms? ANS: Yes, a municipality can provide as many letters of support as they have projects that they would be willing to support. Each letter can be worded to express the municipality's sentiment for that firm or project.

6) Will communities have access to the data from Cornell produced during the CAD semesters – beyond the pdfs of the final designs? ANS: No. However, in some cases we may be able to point

the consultant in the direction of the original data. The CAD Professor Josh Cerra will be available occasionally for consultation.

7) Will more than one community receive an award should many applications be submitted? ANS: Potentially. The highest scoring project will be awarded funding and if there are funds remaining a second proposal may be funded.

8) Is the grant reimbursable or advance payment? ANS: Reimbursable.

9) Is municipal staff time acceptable for match? ANS: Yes, if their commitment is properly documented in the community's letter of support.

10) I would like to ask what we can do as a village to better our chances of being selected for the grant. ANS: The award will go to a consultant and the top scoring project will be the one that is selected. However, the municipality can find and support a high-quality consultant that can submit the best possible application, considering our scoring criteria and the CAD design considerations.

11) Our understanding is that the design scope involves preliminary 30% design (and plans) development, for permitting, an outline for final 100% design but doesn't include bid specifications or actual permit support. Is this correct? ANS: The final report deliverable must contain preliminary engineering designs, project justification, cost estimates, permitting materials and an implementation strategy. Bid specifications and completed permit forms are optional deliverables. For more details, see Minimum Project Deliverables and Project Tasks in the RFP.

12) Does the landscape architect need to be licensed in New York State? ANS: Yes. Applications must include identification of a New York State licensed engineer and landscape architect as the project co-lead.

13) Is it possible to review the contract terms, and provide comments as part of the proposal submittal? ANS: No. Specific terms of NEIWPCC contracts vary on a case by case basis. More information on contracting with NEIWPCC is available on the Contractor Guidance page of the NEIWPCC website.

14) Is there an existing list of landowners who have expressed interest in partnering with designers to pursue specific CAD proposals and, if so, will this list be made available? ANS:

Contact the municipality to investigate possible interested landowners. See answer 1 for municipal contacts.

15) Will a list of all attendees on the conference call be made available? ANS: No. However, consultants that might want to find collaboration opportunities with other firms can provide that information to the municipal contacts listed above.

16) Does the project also encompass the creation of potential new buildings? ANS: It is up to the consultant. New buildings would be allowed so long as they are consistent with CAD design principles.

17) Can the team compete for one, two or three project locations? Or should we submit for three project locations and can get selected for ANS: Each project should have a separate proposal.

18) Matching funds for design and/or implementation/construction? ANS: Matching funds may be provided for the design portion, but not for implementation/construction because these activities are outside of the scope of this project.

19) Can we submit several applications with different team members? ANS: Yes.

20) Is it possible to know how many and who the other participants/applicants are? ANS: No. However, we have had responses from 24 people to attend this call. DEC will issue a press release with the winning applicant who has received the award.

21) Is a local project sponsor required to respond to the RFP? If not, would a proposal/response score better if there was a local project sponsor aligned with a design firm? ANS: The applicant must secure and document permission and support from the CAD municipality. If the property is owned by a public agency or private owner other than the CAD municipality identified in the proposal, a letter of support from the property owner is also required. Non-profit organizations may be additional project partners and provide their own letters of support.

22) Will the client provide the consultant with the contact information of relevant state and federal regulatory staff involved as stakeholders based on the project chosen? ANS: We can help the winning firm to identify relevant regulatory staff contacts.

23) Does the grant criteria include any set-aside amount of the grant to State of NY certified DBE, MBE, WBE, Veteran owned businesses, etc.? ANS: No, there is no set-aside amount of the grant for DBE, MBE, WBE, or Veteran owned business."

24) Please clarify if the Indirect Cost Policy and NICRA applies only to academic or not for profit corporation partners or also to corporations? ANS: It applies to all applicants.

25) Is there a minimum design percentage expected in the Final engineering report such as 50%, 90%? ANS: No. The final report must meet the Minimum Project Deliverables and the intent of this project: to advance designs far enough that the future next step will be final design and construction.

26) Item 6 on page 10 indicates Final design products as a deliverable for task H. Task H indicates we are producing preliminary designs. Please clarify. ANS: Preliminary designs are the "final" deliverable for this project.

27) Please estimate how many Cornell graduate students are eligible to support the project team over the project schedule. Will the consultant be coordinating with a single point of contact for collaborating with the students? ANS: No Cornell students will be available to support this project.

28) Will the NYSDEC or the municipal partners be responsible for providing the consultant available current brownfield site information regarding contaminated soils, sediments, groundwater? ANS: No, but the NYS DEC can help to provide contact information for the appropriate offices in order to obtain this information.