



COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY

Request for Qualifications to Perform a Feasibility/Development Study for the Medina Business Park, Medina NY 14103

RFQ RELEASE DATE:	October 7, 2019
SITE TOUR DATE:	October 15, 2019
QUESTION DEADLINE:	October 21, 2019
SUBMITTAL DEADLINE:	October 28, 2019 November 1, 2019 December 4, 2019, 04:00 p.m.
DESIGNATED CONTACT:	James Whipple, CEO 585.331.8802 121 North Main Street Albion, NY 14411 JWhipple@OrleansDevelopment.org

Updated: 11/19/19

Request for Qualifications

The County of Orleans Industrial Development Agency (COIDA) is seeking to retain an engineering or consulting firm to prepare a feasibility/development study for Medina Business Park (MBP). COIDA is requesting the submission of qualification statements from engineering and consulting firms that have a proven record in successfully completing similar projects.

The Medina Business Park-North (MBP-N) is located in the northwest corner of the intersection of Bates Road and NYS Route 31A/Maple Ridge Road, in the Village of Medina. It is zoned Light Industrial with includes 155 acres. There are currently several businesses located in the MBP-North and a permitted 40,000 sf building site is available along Bates Road (with another 40,000 sf available).

The Medina Business Park-South (MBP-S) is located in the southwest corner of the intersection of Waterworks Road and NYS Route 31A/Maple Ridge Road, in the Town of Shelby. It is zoned Industrial and currently includes 125 acres.

The enclosed Medina Business Park map provides additional information.

Portions of the MBP are fully permitted and shovel ready for immediate development. However, other portions of the Park are in various levels of completeness regarding SEQR (State Environmental Quality Review), Site Plan Approval, Zoning Approval, infrastructure planning and access, and marketing materials. The COIDA would like to develop strategies to improve on the completeness of these items throughout the entire park in order to improve its competitiveness for site selection by businesses. COIDA has funds in place to implement the feasibility study for this purpose. The primary goals of the study are to:

1. Provide a written assessment of the existing Park assets, constraints, shovel readiness, market readiness, and opportunities.
2. Develop written recommendations, cost estimates and implementation strategies to improve the assets, opportunities, shovel readiness, and market readiness, along with potentially reducing or addressing some of the constraints.
3. Provide concept drawings showing possible full development alternatives including existing infrastructure and proposed expansions.

If your firm is interested in assisting the COIDA with this feasibility/development study, please provide the following information:

1. Describe your firm's experience in providing feasibility/development studies for similar projects.
2. Identify your proposed project team and project manager. Provide resumes which document their experience on similar projects.

3. Describe your firm's proposed project approach, including specific services to be provided, organization and management effort, anticipated timeline, and current availability of staff resources.
4. Describe your firm's familiarity with the MBP area, potential stakeholders and the governmental agencies having jurisdiction over the park.
5. Describe any additional services that your firm can offer to the COIDA that may be beneficial to advancing the marketability of the MBP.
6. Describe any additional services that your firm can offer to the COIDA that may be beneficial in securing funding to further the development of the MBP.
7. Provide at least three references from similar projects, including primary project contact name and their contact information.

The selection of the consultant for this project will be based on a qualitative review of the above information by COIDA staff and Board. The COIDA may choose to interview some responding firms prior to final selection. The COIDA reserves the right to conduct interviews with or pose questions in writing to individual respondents in order to clarify the content of respondents' submissions and to ensure a full and complete understanding of each submission. The COIDA shall undertake to pursue uniformity in the questions it asks respondents to the extent practicable, but the COIDA may ask different or additional questions to different respondents in the context of any individual interview or in writing. The COIDA reserves the option to hold oral interviews as part of the selection process; respondents who are invited for an interview will receive additional instructions upon their invitation.

It is the COIDA's intention to work with the selected consultant to develop an appropriate scope of work that will fit the COIDA's project needs and budget, then to negotiate the fees associated with that scope of work.

The issuance of this RFQ and the submission of a response by any respondent or the acceptance of such submission by the COIDA does not obligate the COIDA in any manner. The COIDA reserves the right to:

1. amend, modify or withdraw this RFQ;
2. revise any requirement of this RFQ;
3. require supplemental statements or information from any responsible party;
4. accept or reject any or all responses hereto;
5. extend the deadline for submission of responses hereto;
6. negotiate potential contract terms with any respondent;
7. communicate with any respondent to correct and/or clarify responses which do not conform to the instructions contained herein;
8. cancel, or reissue in whole or in part, this RFQ, if the COIDA determines in its sole discretion that it is its best interest to do so; or
9. extend the term of any agreement on terms consistent with this RFQ.

The COIDA may exercise the foregoing rights at any time without notice and without liability to any respondent or any other party for its expenses incurred in preparation of responses hereto or otherwise. All costs associated with responding to this RFQ will be at the sole cost and expense of respondent.

Two (2) copies of your statement of qualifications must be received no later than 4:00 p.m., ~~Monday, October 28, 2019~~ ~~Friday, November 1, 2019~~ Wednesday December 4, 2019 at:

James Whipple
COIDA
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or via email to:

JWhipple@OrleansDevelopment.org