

Request for Proposals

Summary and Background

The Village of Schuylerville is currently accepting proposals to prepare a downtown building analysis and provide façade design recommendations for up to 10 buildings in the target area. The deliverables will include a detailed report of repair and restoration options, with a work scope and cost estimate for façade restoration, structural repairs, and general maintenance needed to bring buildings up to code.

The Village of Schuylerville is extremely interested in pursuing a New York Main Street Renovation project grant. In anticipation of this, they require technical assistance and realistic recommendations making downtown structures more habitable, code-required accessible, attractive, and business-friendly.

Proposal Guidelines

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until July 16. All proposals must be signed by an official agent or representative of the company submitting the proposal.

All costs must be itemized to include an explanation of all fees and costs.

Contract terms and conditions will be negotiated and agreed to upon selection of the winning bidder for this RFP.

Project Description and Project Scope

The Village of Schuylerville is a historic community located on the Hudson River in Saratoga County, NY. The village's Main Street lies on Broad Street, between Burgoyne Avenue and Spring Street, with adjoining buildings on Ferry Street. The community is well poised to reap the benefits of its rich heritage and proximity to Saratoga Springs, but many of the downtown buildings are deteriorating. The goal of the project is to provide building-owners and municipal leaders a report that provides guidance on how to best repair the buildings and restore the historic facades to create a more attractive and prosperous community.

The Village of Schuylerville is requesting a Technical Assistance Grant from the NYS Homes and Community Renewal to provide, repair, renovation and restoration ideas including but not limited to:

- Code review
- Review of any historic district impact – individual or contributing

- Existing conditions report
- Order of priority tasks
- Reuse ideas
- Proposed project budget

Project Review Criteria

The contract will be awarded based on the following criteria.

1. Understanding of work to be performed
2. Experience with similar projects
3. Familiarity with the New York Main Street – TA program
4. Logistic and familiarity with the area
5. Past performance with the Village
6. Cost

Project Timeline

All proposals are due no later than July 16.

If additional information is needed on the RFP, contact Flatley Read, Inc. at drew@flatleyread.com or 518-577-5681.