

# **TOWN OF CANANDAIGUA REQUEST FOR PROPOSALS**

## **Traffic Analysis Study**

### **Gateway Canandaigua**

**Released: May 17, 2022**

**Due: July 13, 2022**

#### **Introduction**

The Town of Canandaigua (herein after referred to as 'Canandaigua') requests proposals for professional services for a comprehensive traffic study and analysis associated with current and future traffic conditions in the Town of Canandaigua north of County Road 30, and North Road to Canandaigua Farmington Townline Road. Canandaigua is interested in receiving proposals for the purpose of helping the Town Board of the Town of Canandaigua, and various boards and committees understand the traffic impacts relative to current and future buildout of the Town of Canandaigua.

#### **Purpose**

Adopted by the Town Board of the Town of Canandaigua on March 11, 2019, the Uptown Canandaigua Feasibility Study (available on the Town website) was completed with a focus area of County Road 30/North Road to Emerson Road including traffic impacts relative to the build out of the area including form based code which since time has been adopted. Additionally, completed in November 2021, the State Route 332 & Route 96 Sub-Area study in Farmington and Canandaigua (available on the Town website) included a portion of this specific area for traffic along State Route 332. The request for this engagement is to specifically look at traffic based on current and future buildout of the area as it relates to the west side of State Route 332 along the area of Brickyard Road, and possible access roads adjacent and near Brickyard Road or to-be-constructed roads to connect Brickyard Road to Canandaigua Farmington Townline Road.

#### **Proposals Submission Requirements**

Proposals must be submitted through postal mail or in-person or electronic to:

**Town of Canandaigua  
Attn: Town Clerk  
5440 State Route 5&20 W  
Canandaigua, NY 14424  
[ichrisman@townofcanandaigua.org](mailto:ichrisman@townofcanandaigua.org)**

Proposals **MUST BE RECEIVED** by 4:00 p.m., **July 13, 2022**.

### **Questions Concerning the RFP**

All questions or clarifications concerning this RFP should be submitted by email only to:

Doug Finch, Town Manager of the Town of Canandaigua at [dfinch@townofcanandaigua.org](mailto:dfinch@townofcanandaigua.org).

All questions must be submitted by **4:00 p.m., June 29, 2022**. Response to questions will be available on the Town's website on or before **July 7, 2022**.

### **RFP Schedule of Events**

This schedule of events represents the best estimate of the schedule that will be followed for this RFP. If a component of this schedule, such as the deadline for receipt of proposals, is delayed, the rest of the schedule will be delayed as well. Changes to the RFP schedule will be posted on the Town's website.

**The RFP schedule is as follows:**

- **RFP issued: May 17, 2022**
- **Deadline for questions: June 29, 2022**
- **Proposals due: July 13, 2022 by 4:00 p.m.**
- **Notice of Intent relating to award approximately: August 2022**

### **Scope and Project Purpose**

The purpose of this project is to assist the Town Board of the Town of Canandaigua with determining the needs for access or connector road(s) that might be needed or should at least be considered due to anticipated increases in traffic volume, commuter routes, use of non-signalized State Route 332 cross sections, and other details as might be considered relative to a mix of land uses including residential, industrial, airport, emergency response, school bus facility, and mixed use. The final analysis should include traffic data that includes future build out of the area and should consider alternative transportation options to be explored by the Town Board or various town boards and committees. The Town of Canandaigua Town Board has adopted a complete streets policy.

### **Project Oversight**

The Town Board of the Town of Canandaigua will have ultimate oversight over this project.

### **Timeline**

The timeline of this engagement is estimated to begin in 2022 and should be completed no later than April 2023.

### **Required Reporting**

The Proposer shall provide monthly progress reports to the Town Board of the Town of Canandaigua. Progress reports shall provide a detailed narrative description of the work

that has been completed and shall include an identification of specific objectives that have been accomplished to date.

### **Payment**

Payment requests shall be submitted monthly to the Town Manager and are subject to approval by the majority of the Town Board of the Town of Canandaigua.

### **Termination**

The Agreement may be terminated by the Town Board of the Town of Canandaigua at any time if the Consultant is not completing the deliverables in accordance with the terms of the Agreement and subsequent contract at the discretion of the Town Board.

### **Miscellaneous**

1. The Town Board reserves the right to reject any or all quotes/proposals; to negotiate any elements of a proposal; to conduct interviews at its sole discretion; and to solicit and/or select contractors for the program outside of the scope of this RFP.
2. The Town Board assumes no responsibility or liability for costs incurred by respondents to this Request for Proposals, including any requests for additional information, interviews, or negotiations.
3. Prevailing wage rates may apply.
4. Minority- and Woman-owned Business Enterprises (M/WBE) are encouraged to respond to the RFP, either as prime or subcontractors.