

CITY OF HUDSON



REQUEST FOR PROPOSALS

ARCHITECTURAL / ENGINEERING DESIGN SERVICES CHARLES WILLIAMS PARK



City of Hudson
520 Warren St., Hudson, NY 12534

Issue Date: March 7, 2023
Due Date: April 14, 2023

A. PURPOSE

The City of Hudson is requesting proposals from qualified Architectural / Engineering Firms to review existing schematic design documents (prepared by landscape designers), prepare a universally accessible, ADA compliant final design, and perform construction administration services for improvements to Charles Williams Park located on Mill St., Hudson, New York.

B. COMMUNITY DESCRIPTION

The City of Hudson is located on the east side of the Hudson River in western Columbia County, approximately 120 miles north of New York City, and 45 miles south of Albany, and 160 miles west of Boston. The Columbia County seat, Hudson encompasses 2.3 square miles, and includes a population of roughly 6,000 people.

C. BACKGROUND

In Fall 2021, a Not-For-Profit organization known as The Spark of Hudson was approached by the City of Hudson Mayor's Office, an Alderman, and the Commissioner of Youth on supporting improvements to Charles Williams Park in Hudson, NY. Excited about the prospects of improvements, The Spark of Hudson began collaborating with landscape designers on preliminary conversations and schematics.

On February 22, 2022 the City of Hudson hosted the first community conversation to introduce some working concepts for the upgrade to the park. Over 40+ participants attended the meeting and responded to the survey.

In Fall 2022, the City of Hudson entered into a Grant Agreement with The Spark of Hudson whereby the organization offered financial support to ensure that Charles Williams Park is improved, enhanced and maintained as a public space for the enjoyment of City residents and visitors.

The intention of this public/private partnership with the City of Hudson is to enhance Charles Williams Park to support the community of Hudson, while linking together the larger park system in the area.

D. PROJECT OVERVIEW

The purpose of the project is to provide final design and construction documents that expand and refine the proposed schematic design that was developed in 2022. The goal of the project is to create a community-supported design that expands on the previous process.

The final design development portion of the project will include a review with City of Hudson partners who were identified during the schematic design process. In addition, the project seeks to incorporate best practices to include sustainability, diversity, equity and inclusion.

E. RFP KEY EVENTS AND DATES

<u>Event</u>	<u>Date</u>
Issuance of RFP	3/07/2023
Site Visit	3/20/2023 (1:00 PM)
Deadline for RFP Questions	3/27/2023 (5:00 PM)
Post Responses to RFP Questions	3/31/2023
Proposal Due Date	4/14/2023 (5:00 PM)
Interviews/Presentations (not earlier than)	4/20/2023
Notice of Award (not earlier than)	4/27/2023

F. PROJECT SITE VISIT

A guided site visit is scheduled for promptly at **1:00 PM on March 20, 2023**. **All interested proposers are requested to convene at Charles Williams Park, 246 Mill St., Hudson, NY** for an overview of the property. The walk-through is expected to last approximately one (1) hour.

G. SCOPE OF SERVICES

1. Design Development Phase Responsibilities and Deliverables

- a. Schedule a project kick-off meeting and perform existing conditions review including: 1) Site visit and understanding of partnership Grant agreement; and 2) review of the 2022 adopted schematic design; and 3) Develop a proposed project schedule.
- b. Using the 2022 adopted schematic design, commence design development to complete the design up to the point of construction documents.
- c. Take primary responsibility for coordination with local planning and building officials during pre-design to ensure that developing and final designs and drawings are consistent with applicable codes as interpreted by the officials having jurisdiction.
- d. Throughout the design phase as needed, conduct progressive reviews with City of Hudson administration / staff, The Spark of Hudson (Not-For-Profit), and the Commissioner of Youth to obtain City approvals with design and specification decision, and adherence to design schedule and budget.
- e. Prior to completion of the design development phase, hold a meeting to present the design to the project partners and / or public for final comment. If needed, revise design development documents. Format for meeting can be determined when the meeting is scheduled.
- f. In coordination with City administration, present the final design to Common Council prior to commencing with final construction documents.
- g. Advise and coordinate implementing costing, savings, value engineering, and control procedures and documentation to meet budgetary limitations.
- h. Ensure design progresses with the design schedule.
- i. Consult with City administration on all material specifications and selections to assure installation of low maintenance products with the highest life cycle value. Provide various construction options and implementation methods to optimize cost savings.
- j. Advise in the selection of any additional consultants and contractors as needed.

2. Construction Documents Phase Responsibilities and Deliverables

- a. Develop Construction Documents, including detailed designs, drawings, specifications and any other documentation needed for the project to go to bid.
- b. Prepare construction bid package. Consult with City administration to assure understanding and agreement prior to release.
- c. Assist the City administration in evaluating the bids and proposals, make recommendations regarding contract award and choices of bid alternates.

3. Construction Phase Activities

- a. Visit construction site to monitor progress, workmanship and to conduct project design and specification compliance inspections. Alert City administration to any potential concerns or problems on a timely basis.
- b. Attend construction meetings and maintain project documentation as necessary.
- c. Monitor construction progress to ensure compliance with construction documentation and the master schedule. Alert City administration to any problems.
- d. Review all material submittals to assure compliance with Construction Documents.
- e. Review and respond to contractor requests for information.
- f. Review and recommend payment or appropriate modification of progress payment billings from construction contractors.
- g. Analyze contractor claims, if any, and recommend City administration action.
- h. Provide assistance to the City administration, as necessary, to secure occupancy permit.

G. SCOPE OF SERVICES (continued)

4. Close-Out Phase Activities

- a. Prepare punch list and Certificate of Substantial Completion.
- b. Confirm completion of punch list and prepare Certificate of Final Completion.
- c. Continue coordination with appropriate local building officials.
- d. Receive, review and approve for completeness and accuracy contract closeout documentation, as-builts, O&M's and recommend final acceptance. Provide hard and soft copies (where cost effective) of all construction/as-built documents for archiving by the City.
- e. Review and recommend final payment to the General Contractor.

H. ATTACHMENTS - REFERENCE DOCUMENTS

(Located at end of RFP document)

1. "Charles Williams Park Proposed Site Plan" (Schematic Design), prepared by landscape designers Lucy McFadden and Scott Shinton, six (6) pages (attached).

I. MINIMUM QUALIFICATIONS AND EXPERIENCE

All Proposers responding to this Request for Proposal (RFP) shall meet the following Minimum Qualifications and Experience:

- Demonstrated experience, and a proven track record, providing architectural, engineering and related services to develop and implement projects in a timely, and cost-effective manner.
- Firms shall have a proven track record in providing such services as a prime design/engineer professional.
- Experienced staff with thorough knowledge of their area of expertise and a proven track record in providing architectural, engineering and related services.
- Experienced subconsultants, including specialty sub-consultants, with thorough knowledge and a proven track record in providing architectural, engineering and related services.
- Extensive relevant experience with projects of similar size, scope, and budget.
- Project estimating capabilities.
- Experience with projects utilizing sustainability best practices.
- Experience designing USGBC LEED projects with successful certification.
- Licensed Architect(s) or Licensed Professional Engineer with current New York State Registration.
- Experience with public sector/municipal government projects is preferred.

J. INTERVIEW

The City of Hudson reserves the right to determine whether interviews will be necessary. The purpose of the interview is to further document the proposer's ability to provide the required services and to impart an understanding of how specific services will be furnished. The proposed lead principal, as well all other key personnel proposed to provide the services must be present and participate in the interview.

K. SUBMISSION OF PROPOSALS

By submitting a proposal, consulting firms represent that they have thoroughly examined and become familiar with the scope of work outlined in this Request for Proposals and are capable of performing the work to achieve the objectives. Proposals should show that the firms have sufficient and appropriate resources to complete the project. Proposals must identify the person who will lead the project, and the location of their primary office. Any proposed sub-contractors must be identified in the proposal.

L. CONTENT OF PROPOSAL

The following is a list of required information that must be provided by the proposer. Provide your response in the same order in which it is requested using numbered side tabs that correspond with each of the numbered items below.

- 1. Cover Letter:** Provide a letter of introduction with a brief description of your firm, indicating the location of primary office for the performance of the study, the type of firm, areas of specialization, project lead, and any staff members who would participate in the analysis, meetings and report.

- Include a company name, a contact name and title, contact information, website address, and any sub-contractors who would be used.
- The name, title, telephone number, and email address of the individual within your firm who will be City of Hudson primary contact concerning this Request for Proposals.
- The primary contacts name, title, telephone number, and email address for each sub consultant who will perform work under this contract.
- A statement to the effect that your firm is willing to perform all services identified and will abide by the terms of the Request for Proposals, including all attachments.

⇒ *The cover letter must be signed by the individual(s) authorized to bind your firm contractually. Indicate the title or position that the signer holds within your firm. The City of Hudson reserves the right to reject a proposal that contains an unsigned cover letter.*

- 2. Timeline:** Provide a proposed, detailed timeline outlining how much time the study will take and when you could complete the various phases.

- 3. Key personnel:** Include the biographies of personnel who will work on the project and indicate what their roles will be.

- Provide a description of your firm's organization, team makeup including sub-consultants and the resumes of partners, principals, associates and other key staff proposed to provide services to the City of Hudson and indicate how their skills and experience will be relevant to the project.
- Provide license numbers or copies of registration certificates, as appropriate. Provide a copy of the Certificate of Authorization to provide Engineering Services in New York State from the State Education Department.

- 4. References:** For your firm and any sub-consultants, provide references and brief descriptions of three (3) relevant projects worked on in the past two (2) years.

- Reference projects should be similar in nature to this project.
- Describe briefly the types of services provided for each relevant project, the duration of the project and the current status.
- For each reference project provide the client's name, the name and title of the client's primary contact person, and the contact person's email and phone number.

- 5. Approach:** Provide a conceptual work program and specific approaches, methods and assumptions for the project that you believe is appropriate based on your understanding of the City's needs, as well as the outcomes, deliverables, and the scope of work elements outlined within this Request for Proposals.

L. CONTENT OF PROPOSAL (continued)

M. **Fee:** Include a detailed fee for the scope of services required for the completion of the project, including;

- A detailed listing of the cost for each activity/task/scope of work, and any other costs (such as for travel and materials).
- Hourly rates for all consultant employees who are expected to work on this project.
- The rates shall be the agreed upon costs for any additional services requested by the City of Hudson, above and beyond what is detailed in the RFP.
- Reimbursable costs including detail of services or item and applicable charge per unit.
- "Not to Exceed" cost for the project.

M. SUBMISSION OF PROPOSALS

⇒ ***Proposals must be submitted in both printed and digital (PDF) formats.***

Please submit three (3) complete printed copies of your proposal and any other required documents in an opaque sealed envelope clearly marked **"Proposal – Architectural / Engineering Design Services Charles Williams Park"** with the name and address of the responding firm identified.

Where the U.S. Postal Service or other delivery service is used, the sealed envelope shall be enclosed in a separate envelope with the notation "Proposal Enclosed" on the face thereof.

All documents must be received, **no later than 5:00 p.m. on April 14, 2023** at the following address:

Peter Bujanow
Commissioner of Public Works
520 Warren Street
Hudson, New York 12534

In addition to mailing the proposal, **please submit one (1) electronic copy** of the proposal with all other documents in PDF format and with the subject line clearly identified as **"Proposal – Architectural / Engineering Design Services Charles Williams Park"**, shall be **emailed no later than 5:00 p.m. on April 14, 2023**, to the following email address: pbujanow@cityofhudson.org

NOTE: *The proposal submitted is the document upon which the City of Hudson will make its initial judgment regarding each proposer's qualifications, methodology, and ability to provide the requested services.*

1. Submission of any proposal indicates an acceptance of the conditions contained in this Request for Proposals unless the submitted proposal clearly and specifically states otherwise.
2. By submitting a proposal, consulting firms represent that they have thoroughly examined and become familiar with the scope of work outlined in this Request for Proposals and are capable of performing the work to achieve the objectives.
3. Proposals should show that the firms have sufficient and appropriate resources to complete the project.
4. Proposals must identify the person who will lead the project, and the location of their primary office.
5. Any proposed sub-consultants must be identified in the proposal.

N. QUESTIONS & SPECIFICATION CLARIFICATIONS:

All inquiries with respect to this Request for Proposals shall be in writing directed to the following address:

Peter Bujanow
Commissioner of Public Works
pbujanow@cityofhudson.org

1. All questions must be submitted in writing by email, specifically citing the particular proposal section and paragraph number.
2. Questions received less than four (4) business days prior to the date of submission of proposals will not be answered.
3. Only questions answered by formal written Addenda will be binding. Oral or other interpretations or clarifications will be without legal effect.
4. Proposers should note that all clarifications and exceptions, including those related to the terms and conditions of the contract are to be resolved prior to the submission of a proposal.
5. A list of all substantive inquiries received along with relevant responses will be posted on the City of Hudson website, www.cityofhudson.org.
6. In addition, any changes, additions or deletions to this Request for Proposals will also be posted on the City of Hudson website, www.cityofhudson.org, along with the electronic version of this Request for Proposals.
7. Respondents are urged to check the City of Hudson website frequently for notices of any clarification of or changes, additions, or deletions to this Request for Proposals.
8. A proposer may withdraw a proposal any time prior to the final due date and time by written notification, signed by an authorized agent, to the contact person identified above. The proposal may thereafter be resubmitted, but not after the final due date and time. Modifications offered in any other manner, oral or written, will not be considered.
9. If a proposer discovers an ambiguity, conflict, discrepancy, omission or other error in this Request for Proposals, the proposer should immediately notify the contact person identified in above. Notice of such error or omission should be submitted prior to the final due date and time for submission of proposals. Modifications shall be made by addenda to this Request for Proposals. Such clarifications will be given by written notice to all parties who have received this Request for Proposals.
10. If a proposer fails, prior to the final due date and time for submission of proposals, to notify the City of Hudson of a known error or an error that reasonably should have been known, the proposer shall assume the risk of proposing. If awarded the contract, the proposer shall not be entitled to additional compensation or time by reason of the error or its late correction.
11. A proposer indicates its acceptance of the provisions and conditions enumerated in this Request for Proposals by submitting a proposal.
12. By submitting a proposal, the proposer covenants that the proposer will not make any claims for or have any right to damages because of any misinterpretation or misunderstanding of the specifications or because of lack of information.

N. QUESTIONS & SPECIFICATION CLARIFICATIONS: (continued)

13. Other than the contact person identified above, or their designee(s), prospective proposers shall not approach City of Hudson employees during the period of this Request for Proposals process about any matters related to this Request for Proposals or any proposals submitted pursuant thereto.

O. SELECTION CRITERIA:

Responses to this Request for Proposals will be evaluated on the following criteria:

- The professional qualifications, verified references and project specific experience of the prime consultant, and any proposed sub-consultants, in developing architectural / landscape designs for municipal parks, playgrounds and associated structures and creating plans that help to identify and solve key problems in their use challenges. **(30 points maximum).**
- A documented history of successful performance on engagements of similar type, size and scope. Examples provided should demonstrate how the scope, scale, and context of the project is relevant to the architectural / landscape design as described in the Scope of Services section of this Request for Proposals. **(25 points maximum).**
- A demonstration of approach for 1) understanding the project, 2) completing the scope of work, 3) commitment for meeting the stated requirements and 4) ability to meet project deadlines, as evidenced by consultant's proposal. **(20 points maximum).**
- Demonstrated staffing and/or capacity of the project team and sufficient resources to complete all of the tasks for all required scope of services. **(15 points maximum).**
- The proposed cost to perform the complete scope of the services. **(10 points maximum).**

P. OPTIONAL SERVICES:

Proposers may submit quotes for optional services they believe may enhance the quality of the completed feasibility study and/or aid in the efficient and comprehensive completion of this study. However, the final determination as to the suitability of such optional services shall be made entirely by the City of Hudson.

Q. TERMS AND CONDITIONS

1. **Incurred Costs:** This Request for Proposals does not commit the City of Hudson to award a contract or to pay any costs incurred in the preparation of a response to this request. The City of Hudson will not be liable in any way for any costs incurred by respondents in replying to this Request for Proposals.
2. **Right to Cancel:** The City of Hudson reserves the right to cancel this Request for Proposals at any time and to decide not to consider any or all of the respondents submitting information in response to this request.
3. **Severability:** If any terms or provisions of this Request for Proposals are found to be illegal or unenforceable, then such term or provision shall be deemed stricken and the remaining portions of this document shall remain in full force and effect.
4. **Collusion:** By submitting a proposal, a firm implicitly states that its proposal has not been made in connection with any other competing firm submitting a separate response to this Request for Proposals, is in all respects fair, and has been submitted without collusion or fraud.

Q. TERMS AND CONDITIONS: (continued)

- 5. Oral Presentation/Interview:** Oral presentations may or may not be conducted. If presentations are requested, it should be noted that they would be for fact-finding and explanation purposes, not negotiations.
- 6. Scope of Services:** The final scope of services may be negotiated between the bidder and the City of Hudson depending upon any optional services proposed.
- 7. Required Insurance:** The selected consultant shall purchase, at its own expense, and furnish proof of Commercial General Liability, NYS Worker's Compensation and NYS Disability Benefits insurance containing approved coverage limits protecting the owner from claims which may arise out of or result from the performance or non-performance of the consultant and shall maintain coverage until final acceptance of the work by the City of Hudson. The consultant shall not commence work under the Contract until the consultant has obtained all the insurance required.
- 8. Non-Discrimination:** In accordance with Federal, State and local law and all other applicable laws, the City of Hudson does not discriminate on the basis of race, color, religion, national origin, age, sex, height, weight, marital status, or a handicap unrelated to an individual's ability to perform the job.
- 9. Disclaimer:** The City of Hudson reserves the right to reject any and all bids, or portions thereof, for any reason. Additionally, the City of Hudson reserves the right to adjust the scope of work as needed for the completion of a high-quality feasibility study.
- 10. Assignment / Transference of Agreement:** The selected firm is prohibited from assigning, transferring, conveying, subletting or otherwise disposing of the resulting agreement or its rights, title, or interest therein or its power to execute such an agreement to any other person, company or corporation without prior express consent and approval in writing from the City of Hudson.
- 11. City of Hudson Rights and Prerogatives:** The City of Hudson reserves the right to exercise the following prerogatives:
 - To accept or reject any or all proposals and amend, modify or withdraw this Request for Proposals.
 - To correct any arithmetic errors in the proposals.
 - To change the final due date and time for proposals.
 - To accept or reject any of the firm's employees or proposed sub-consultants assigned to provide services on this project and to require their replacement at any time. The proposer shall obtain the written approval of the City of Hudson of changes to the technical proposal after it is submitted, including any changes with respect to sub-consultants. The City of Hudson shall have the right to reject any proposed change to the proposer's technical proposal.
 - To waive or modify any irregularities in proposals received after prior notification to the proposer. This will in no way modify the RFP documents or excuse the proposer from full compliance with its requirements.
 - To consider modifications to proposals at any time before the award is made, if such action is in the best interest of the City of Hudson.
 - To request a revised cost proposal from firms selected as finalists.
 - To accept a proposal for the engagement containing other than the lowest cost proposal
 - To interview proposers prior to selection.
 - To reject any proposal containing false or misleading statements or that provides references that do not support an attribute or condition claimed by the proposer.

Q. TERMS AND CONDITIONS: (continued)

11. City of Hudson Rights and Prerogatives: The City of Hudson reserves the right to exercise the following prerogatives:

- To begin negotiations with the next most responsive proposer to this RFP should the City of Hudson be unsuccessful in negotiating a contract with the selected proposer within a reasonable time frame.
- To contract with more than one firm.

12. Modification of Contract: Any modification to the original contract signed between the successful proposer and the City of Hudson will require the mutual consent of the successful proposer and the City of Hudson. Any contract or amendments thereto will be considered effective only after approval by the appropriate City of Hudson authorities.

13. Interpretation: The contract shall be construed and interpreted in accordance with the laws of New York State. New York State shall be the forum for disputes.

14. Public Announcements: Upon selection of the successful proposer and contract execution, public announcements or news releases pertaining to the contract shall not be made without prior written consent of the City of Hudson.

15. Negotiation: After completion of the selection process, the City of Hudson will commence finalization of the project scope and fee negotiations with the selected firm(s).

R. INSURANCE AND LIABILITY REQUIREMENTS:

The selected proposer will be required to procure and maintain at its own expense the following insurance coverage:

- (a) Workers' Compensation and Employer's Liability Insurance: Must show evidence of Worker's Compensation insurance at New York State statutory limits, a policy or policies providing protection for employees in the event of job-related injuries;
- (b) Disability and Paid Family Leave Benefits Insurance: Must show evidence of insurance at New York State statutory limits, a policy or policies providing protection for employees in the event of off-the-job-related injuries or illness;
- (c) Commercial General Liability (CGL): A policy or policies of comprehensive general liability insurance of general liability limits of \$1,000,000 per occurrence/\$2,000,000 aggregate;
- (d) Errors and Omissions/ Professional Liability Insurance: A policy or policies of errors and omissions insurance with limits of not less than one million dollars (\$1,000,000.00). The successful proposer shall supply and maintain insurance which defends, indemnifies and holds harmless the City, its officers, employees and agents from and against any and all liability, damages, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly out of acts or omissions hereunder by the contractor or third party under the direction or control of the contractor in an amount not less than \$1,000,000. Said insurance must be issued by an insurer licensed to do business in the State of New York and must have an A.M. Best rating of not less than "A"
- (e) Excess/Umbrella Insurance: A policy or policies of insurance with limits of \$2,000,000 per occurrence/\$2,000,000 aggregate.

R. INSURANCE AND LIABILITY REQUIREMENTS: (continued)

Each policy of insurance required shall be in form and content satisfactory to the City of Hudson Corporation Counsel, and shall provide that:

- (a) The City of Hudson is named as an additional named insured on a primary and non-contributing basis.
- (b) The insurance policies shall not be changed or cancelled until the expiration of thirty (30) days after written notice to the City of Hudson Corporation Counsel's Office.
- (c) The insurance policies shall be automatically renewed upon expiration and continued in force unless the City of Hudson Corporation Counsel's Office is given sixty (60) days written notice to the contrary.

No work shall be commenced under the contract until the selected proposer has delivered to the City of Hudson Corporation Counsel, or their designee, proof of issuance of all policies of insurance required by the Contract to be procured by the selected proposer.

If at any time, any of said policies shall be or become unsatisfactory to the City of Hudson, the selected proposer shall promptly obtain a new policy and submit proof of insurance of the same to the City for approval.

Upon failure of the selected proposer to furnish, deliver and maintain such insurance as above provided, this Contract may, at the election of the City of Hudson, be forthwith declared suspended, discontinued or terminated.

Failure of the selected proposer to procure and maintain any required insurance shall not relieve the selected proposer from any liability under the Contract, nor shall the insurance requirements be constructed to conflict with the obligations of the selected proposer concerning indemnification.

S. MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES AND SERVICE-DISABLED VETERAN OWNED BUSINESSES

The City of Hudson contributes to the economic development of New York State, Columbia County and the City of Hudson by assisting and supporting Minority and Women Owned Business Enterprises and Service-Disabled Veteran-Owned Businesses (MWBE/SDVOB) through its procurement process.

As part of this Request for Proposals (RFP), and consistent with New York State Article 15A and 17B of the Executive Laws, the City of Hudson strongly encourages all firms to submit proposals that utilize partnerships, joint ventures, or sub-consultant arrangements with New York State certified MWBE and SDVOB firms for this procurement. To help identify NYS Certified MWBE firms contact Empire State Development at www.esd.ny.gov/doing-business-ny/mwbe, and for NYS Certified SDVOB firms contact www.ogs.ny.gov/veterans.

T. IMPORTANT NOTICE – CONTACT RESTRICTIONS:

A restricted period is currently in effect for this Procurement and it will remain in effect until approval of the Contract. Proposers are prohibited from contact related to this procurement with any City of Hudson employee other than the designated contact listed for this Procurement:

Peter Bujanow
Commissioner of Public Works
PBujanow@cityofhudson.org

END.

SUBMISSION ACKNOWLEDGEMENT

IN WITNESS WHEREOF, the below-named Respondent acknowledges that all responses and representations contained in this Proposal, including the Statement of Qualifications, References, Rates, and any attachments, are true and correct. The undersigned person affirms that he or she has authority to sign this Proposal on behalf of Respondent.

(date)

(signature)

(printed name and title)

(printed name of firm)

(printed address of firm)

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he/she (or they severally) acknowledged to me that he/she (or they) executed the same.

**NON-COLLUSIVE PROPOSAL CERTIFICATE
PURSUANT TO NEW YORK STATE GENERAL MUNICIPAL LAW SECTION 103-D**

By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal each party thereto, certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in the proposal have been arrived at independently, without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other proposer or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the proposer and will not knowingly be disclosed by the proposer prior to the opening, directly or indirectly, to any other proposer or to any competitor; and

(2) No attempt has been made or will be made by the proposer to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

(date)

(signature)

(printed name and title)

(printed name of firm)

(printed address of firm)

ACKNOWLEDGMENT BY PROPOSER NOTARY PAGE

IF INDIVIDUAL OR INDIVIDUALS:

STATE OF _____)

COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he/she (or they severally) acknowledged to me that he/she (or they) executed the same.

IF CORPORATION:

STATE OF _____)

COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____ to me known, who, being by me sworn, did say that he/she resides at (give address) _____; that he/she is the (give title) _____ of the (name of corporation) _____, the corporation described in and which executed the above instrument; that he/she knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he/she signed his/her name thereto by like order.

IF PARTNERSHIP:

STATE OF _____)

COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____, to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he/she is a partner of the firm of _____ and that he/she has the authority to sign the same, and acknowledged that he/she executed the same as the act and deed of said partnership.

CHARLES WILLIAMS PARK
PROPOSED SITE PLAN



LAWN

PERIMETER LOOP

BASKETBALL

PAVILION

MILL STREET

NEW FENCE

FITNESS

PLAYGROUND

RESTROOM + PARKING

PLAY ZONE

PLAY STRUCTURES

TOT AREA

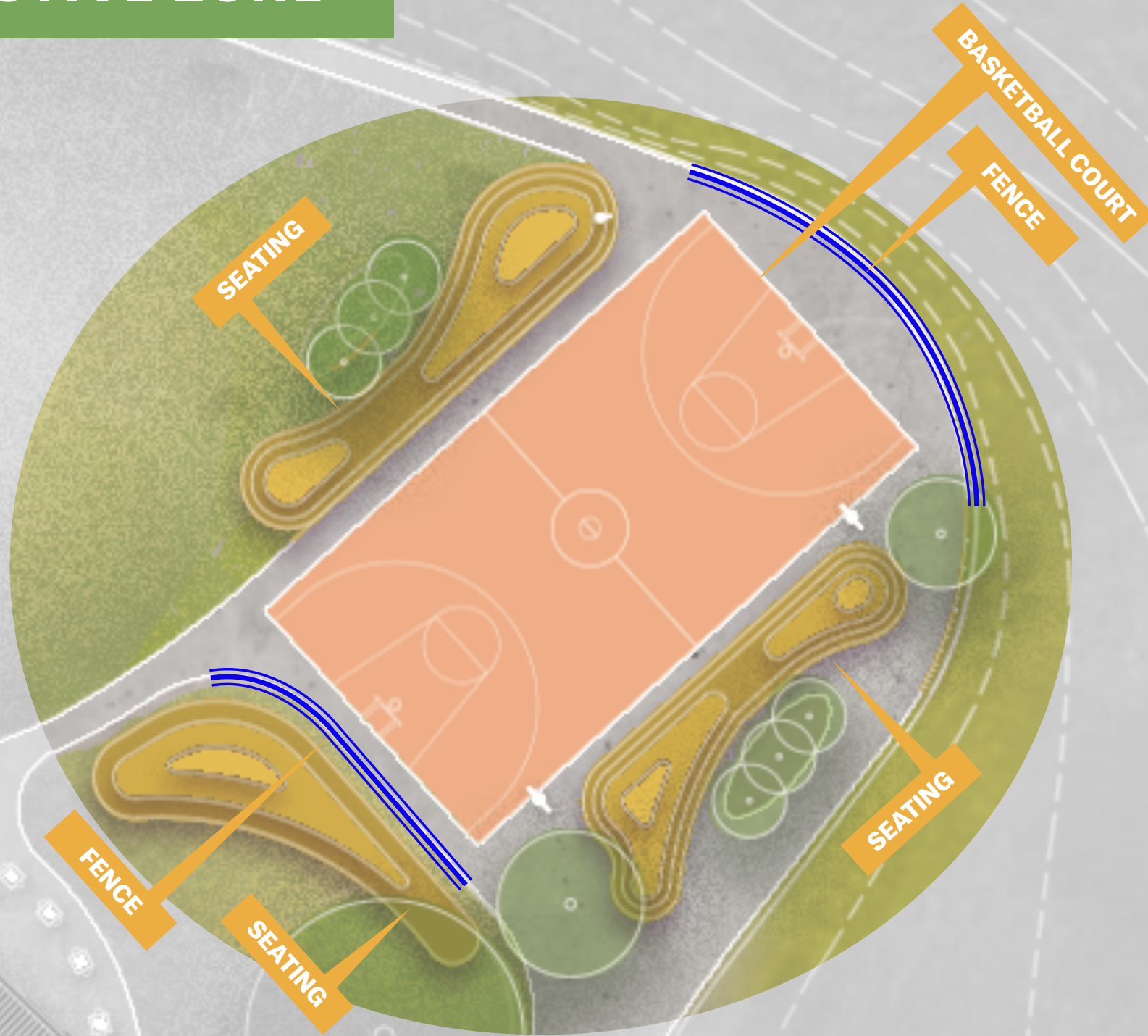
LAWN

THE WHALE

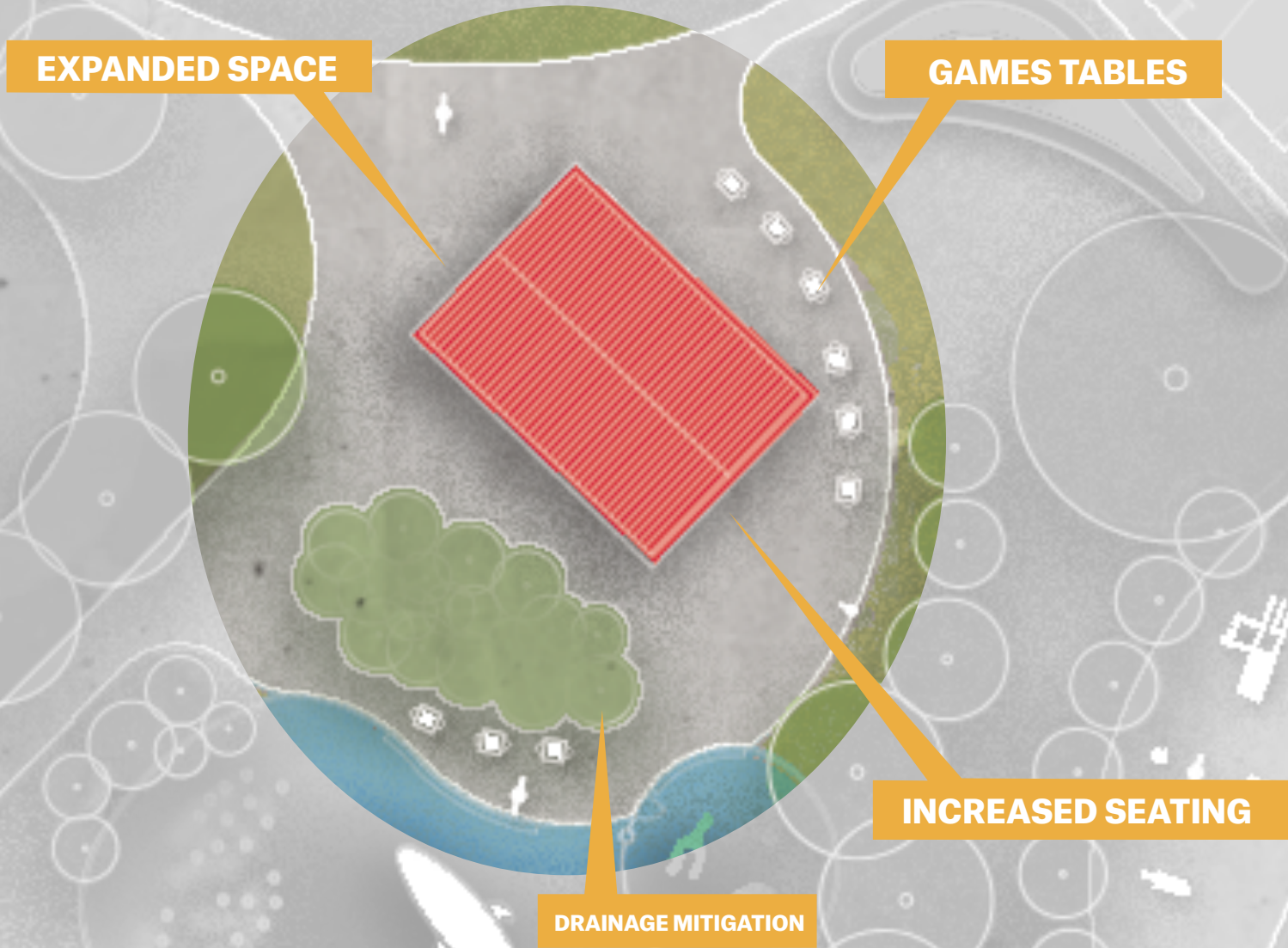
BUILT-IN SEATING



ACTIVE ZONE



CENTRAL GATHERING AREA



FITNESS ZONE

EXERCISE EQUIPMENT

SHADE + PRIVACY SCREENING



CIRCULATION

