

ERIE COUNTY

REQUEST FOR PROPOSAL

**Village of Orchard Park
4295 South Buffalo Street
Orchard Park, NY 14127**

The Village of Orchard Park is seeking proposals from qualified firms to conduct an Existing Conditions Assessment for a Traffic Calming Master Plan for North and South Buffalo Streets.

Specifications and the complete Request for Proposal are available at the Orchard Park Village Office, 4295 South Buffalo Street, Orchard Park, NY 14127, between the hours of 8:30 am – 4:30 pm, Monday – Friday, and online at www.orchardparkvillage.org.

Five (5) hardcopy sealed proposals must be received in the Orchard Park Village Office and an electronic copy to clerk@orchardparkvillage.org by Thursday, April 24th, 2025 at 12:00 PM.

Proposals will be considered by the Orchard Park Village Board at a regular scheduled meeting on Monday, April 28th, 2025 at 7:00 PM in the Municipal Center, 4295 South Buffalo Street, Orchard Park, New York.

Any questions should be mailed to the Village of Orchard Park, 4295 South Buffalo Street, Orchard Park, NY 14127, Attention: Mayor Jo Ann Litwin Clinton; by telephone: (716) 662-9327; or by email: mayor@orchardparkvillage.org.

MWBE vendors are encouraged to apply.

Request for Proposals

**VILLAGE OF ORCHARD PARK
4295 SOUTH BUFFALO STREET
ORCHARD PARK, NY 14127**

1. General: The Village of Orchard Park seeks proposals from qualified firms to provide professional consulting services for the creation of an Existing Conditions Assessment for a Traffic Calming Master Plan on North and South Buffalo Streets. This Request for Proposal encompasses part 1 of 3 in the creation of a master plan. *This Request for Proposal is also available at the Village Office, 4295 South Buffalo Street, Orchard Park, NY 14127, between the hours of 8:30 am – 4 :30 pm, Monday – Friday, and online at www.orchardparkvillage.org.*
2. Scope of Services: The Village of Orchard Park seeks professional services to assist in part 1 of creating a Traffic Calming Master Plan for North and South Buffalo Streets in the Village. Please see additional scope information below. Services include working as the municipality's consultant, ensuring all information is accurate, clearly stating objectives and outcomes, drafting a plan and presenting to the Village Board, and preparing necessary reports for the state.

Traffic Calming Master Plan

Scope of Work

Part I: Existing Conditions Assessment and Community Engagement

Objective:

To assess existing conditions along the Buffalo Street corridor (North and South Buffalo Streets) and host a Community Workshop to gather input and feedback on current conditions and community aspirations.

Tasks:

- a. Existing Conditions Assessment
 - o Conduct a comprehensive evaluation of Buffalo Street, focusing on lane widths, intersection designs, pedestrian crossings, traffic patterns, and crash history.
 - o Identify key safety and operational issues, such as high-speed traffic, poor pedestrian connectivity, and unsafe intersections.
- b. Community Workshop
 - o Host a workshop to engage residents, businesses, and other stakeholders.
 - o Gather input on existing conditions and community-suggested preliminary concepts.
 - o Conduct technical and community walking audits to identify challenges and opportunities firsthand.
- c. Preliminary Concepts and Rendering
 - o Develop initial traffic calming concepts and one rendering, exploring solutions such as road diets, narrowed lanes, raised crosswalks, curb extensions, and median islands.

The Village will use this rendering to facilitate further community discussion and feedback.

3. Contents of Proposals: Proposals should include the following items:
 - a. Scope of work, timeline, major milestones, key deliverables, budget
 - b. Names/resumes of proposed staff members that will be assigned to the project
 - c. Description of three (3) similar projects that the firm has completed
 - d. Any additional information that the consultant deems necessary

4. Evaluation of Proposals: Proposals will be considered by the Orchard Park Village Board at the Village Office on Monday, April 28th, 2025 at 7:00 PM. Proposals will be evaluated on multiple elements, including: proposal completeness, submission by the correct date and time, understanding of the Village of Orchard Park, firm's capability to complete the project based on similar project completed in the past, budget and timeline.

5. Rejection of Proposals: The Village of Orchard Park reserves the right to reject any or all proposals received.

6. Deadline: Five (5) hardcopy proposals must be received in the Orchard Park Village Office and an electronic copy to clerk@orchardparkvillage.org by 12:00 PM, Thursday, April 24th, 2025. Proposals should be addressed to: Village of Orchard Park, 4295 South Buffalo Street, Orchard Park, NY 14127, Attention: Heather Tucciarone-Richeal, Clerk. All proposals will be time and date stamped and no proposals received after the deadline shall be considered.

7. Information: Any questions should be mailed to the Village of Orchard Park, 4295 South Buffalo Street, Orchard Park, NY 14127, Attention: Mayor Jo Ann Litwin Clinton; by telephone: (716) 662-9327; or by email: mayor@orchardparkvillage.org.

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