MVEDGE is seeking a full-service firm (or team) to perform a limited-scope Strategic Planning & Feasibility Study at the Delta Hardwoods manufacturing campus in Boonville, NY.

Mohawk Valley EDGE has partnered with Delta Boonville, LLC to secure a Rural Business Development Grant (RDBG) from USDA. Additionally, the Delta project is part of a two-site Strategic Planning & Feasibility Study sponsored by Empire State Development and the MV Regional Economic Development Council. In order to encourage new development in Oneida County, MVEDGE intends to work with the property owner, community, and consulting team to advance site intelligence and site planning for the undeveloped portion of the campus as well as adjacent properties (see Fig 1):

**SUBJECT PROPERTY:** Delta Boonville, LLC and adjacent property (multiple ID#s)
Grove Street (situated between SR 46 and SR 12) in Boonville, NY

*Figure 1: Study Area*
I. SCOPE OF WORK

Complete a feasibility analysis and implementation strategy for the Delta Hardwoods Manufacturing Campus to continue the transformation of the former Ethan Allen Plant and adjacent land in Boonville, NY into a modern, infrastructure-rich manufacturing district to attract new business, help existing businesses to expand, encourage entrepreneurism, and create high-quality jobs. Critical scope items include:

- Wetlands Delineation and Pre-Jurisdictional Determination
- Preliminary Transportation Analysis for alternative access via State Routes 46 and 12
- Limited Geotechnical Investigation (<5 borings + recommendation)
- Recommendations and estimates for natural gas and utility extension
- Preparation of up to two (2) Conceptual site plan alternatives
- ALTA/NPS Survey of Area A (± 38 acres)
- Environmental Conditions Summary/Update (Phase II ESA completed 2007)
- Cultural, Historic, Environmental, Threatened & Endangered Species Determination

Deliverables:
- Final report, including all findings, figures, and data collected from the above scope items; including recommendations for phased implementation.
- GIS database of all spatial data created (survey, boring locations, wetland boundary, etc.)

*The budget for this project is approximately $40,000. In your proposal, please indicate your team’s strategy to accomplish this scope; or propose an alternative scope that most closely accomplishes the project objective. This project is partially funded by Empire State Development, and requires a minimum 30% M/WBE participation.

II. PROJECT TIMELINE (tentative)

<table>
<thead>
<tr>
<th>Month</th>
<th>Activity</th>
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<tbody>
<tr>
<td>February</td>
<td>Interview/Selection/Procurement of Consulting Firms</td>
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<td>Team Site Visit and finalize scope and deliverables</td>
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<td>March 2020</td>
<td>Kick-off Meeting with stakeholders / Public Meeting #1</td>
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<td>Engage adjacent property owner(s) for transportation analysis</td>
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<td>Engage Village of Boonville and National Grid for utility analysis</td>
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<td>April 2020</td>
<td>Begin ALTA/NPS Survey, Zoning and Land Use analysis</td>
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<td>May 2020</td>
<td>Environmental Conditions Summary and Supplemental Assessment</td>
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<td>Wetland Delineation and Report</td>
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<td>Development of site plan alternative concepts</td>
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<td>June 2020</td>
<td>First draft of site plan alternative concepts</td>
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<td>SHPO/Endangered Species, Limited Geotechnical study</td>
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<td>Public Meeting #2 – report on findings and progress to date</td>
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<td>July 2020</td>
<td>Present concepts to Village planning and zoning boards</td>
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<td>August 2020</td>
<td>Draft recommendations for implementation strategy</td>
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<td>Rough draft of final report for team comments/edits</td>
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<td></td>
<td>Public Meeting #3 (final)</td>
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<tr>
<td>September</td>
<td>Final Report/Project Completion</td>
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III. Proposal Format

Please submit a brief proposal – 10 page maximum – via email (hard copy welcome but not required) in pdf format:

- Cover letter (1-page max)
- Itemized estimate and discussion of scope items (4 pages max)
- Project Team Members and brief statement of Qualifications (2 pages max)
- Examples of recent, relevant projects (3 pages max)

IV. Selection Process

The project team is seeking a flexible, multi-disciplinary firm to complete the limited-scope study prior to September 2020. Understanding that certain scope items may be modified based on stakeholder input, site conditions, and other factors, the team expects to select a consultant in February, finalize the scope/deliverable, and begin in March.

February 20
Proposals due by 4:00 PM

February 24-28
Team interviews (in-person or via webex™)

March 2-6
Consultant Selection / Finalize Scope / Execute Contracts

V. How to Submit

Submit pdf Proposal via email to:
Christian Mercurio cmercurio@mvedge.org
cc: Peter Zawko pzawko@mvedge.org

Questions?
email: cmercurio@mvedge.org
Call: 315.338.0393
Text: 315.271.4191

### PROPOSAL DEADLINE: Thursday, February 20, 2020 @ 4 PM ###
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