



EC LEG NOV 29 '21 PM 2:58

COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

November 24, 2021

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

RE: Trailblazing Women Monuments – Site Design Engineering and Construction Oversight Services

Dear Honorable Members:

Please find enclosed a resolution from the Department of Environment and Planning seeking legislative authorization to enter into a professional services contract for site engineering design and construction oversight services necessary to prepare for the eventual installation of the Trailblazing Women Monuments on the plaza at the Central Library.

Should your Honorable Body require any further information, please contact Deputy Commissioner Bonnie Lawrence. Thank you for your consideration of this request.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/mw
Enclosure

cc: Daniel R. Castle, Commissioner of Environment and Planning
Bonnie Lawrence, Deputy Commissioner of Environment and Planning

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Environment and Planning
Re: Trailblazing Women Monuments – Site Design Engineering and Construction Oversight Services
Date: November 24, 2021

SUMMARY

It is recommended that the Erie County Legislature authorize the County Executive or Deputy County Executive to enter into a contract with Trautman Associates, who was selected to perform site design engineering and construction oversight services necessary for the eventual installation of the Trailblazing Women Monuments on the plaza at the Central Library.

Erie County issued and publicly advertised and posted an RFP for professional engineering design and construction oversight services on August 27, 2021. Five proposals were received by the October 1, 2021 deadline from the following companies; Foit Albert, Watts AE, Trautman Associates, LiRo, and Popli Group. A Proposal Selection Committee was established and the four members reviewed, scored and ranked all five proposals received, prior to opening pricing envelopes. Subsequent to ranking of the proposals, the bid prices were opened and assigned to the respective proposal. The selection committee focused primarily upon the quality of the proposal and qualifications of the firm. This led to the recommendation of Trautman Associates as the best quality and value for the program. A table showing the scores assigned to each of the proposals by the Proposal Selection Committee is attached.

FISCAL IMPLICATIONS

The proposed \$55,890 costs of this project shall be applied to an existing fund established in the Department of Environment and Planning's capital projects account A.21159 in BA 162.

REASONS FOR RECOMMENDATION

The site design engineering and construction oversight services are the required first step in the process of procuring an artist and eventually installing the monuments. The results of these services will inform the Trailblazing Women Monument Steering Committee on limitations and design considerations for the proposed monument at the selected site on the Central Library plaza and are necessary for developing the final monuments design.

BACKGROUND INFORMATION

A Trailblazing Women Monument Steering Committee is led by Dr. Karen King, Executive Director of the Commission on the Status of Women and Commissioner of Public Advocacy. The committee consists of members of the Commission, scholars who are experts in the women being honored by the monuments, as well as experts in the area of public art, architecture and design, and community members and leaders from a variety of other organizations throughout the County. The Steering Committee has worked to engage stakeholders regarding the selection

of the initial three women being honored, as well as the location of the monuments. It was decided that the first three monuments for this project would honor: Mary Burnett Talbert, Geraldine "Gawö:Sid-Tah" Green, and Louise Blanchard Bethune. The committee determined that the planter on the plaza of the Central Library was the desired location. This decision was approved by the Buffalo & Erie County Library Board of Trustees. \$250,000 of capital funding has been approved for this project in the County budget.

The engineering design services of this project will provide an evaluation of the site and design of the planter modification, as well as construction oversight of the preparation of the site, so that the artistic design process can move ahead.

CONSEQUENCES OF NEGATIVE ACTION

The installation of the proposed Trailblazing Women Monuments would not be able to take place at the selected site.

STEPS FOLLOWING APPROVAL

The County Executive or the Deputy County Executive will execute a contract with Trautman Associates and a project schedule will be established.

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF ENVIRONMENT AND PLANNING

RE: Trailblazing Women Monuments - Site Design Engineering and Construction Oversight Services

WHEREAS, Erie County wishes to honor and memorialize the contributions of trailblazing women to the Western New York Community; and

WHEREAS, A Trailblazing Women Monument Steering Committee led by the Executive Director of the Erie County Commission on the Status of Women was established to honor pioneering women from Western New York; and

WHEREAS, the Steering Committee determined that the planter on the plaza of the Buffalo & Erie County Public Central Library was the desired location for the monuments, which was also approved by the Library Trustees; and

WHEREAS, on August 27, 2021 the Erie County Department of Environment & Planning issued and advertised a Request for Proposals for site design engineering and construction oversight services to modify an existing stone planter on the outdoor plaza entrance to the Buffalo & Erie County Public Central Library to accommodate the Trailblazing Women Monuments; and

WHEREAS, five proposals were received by the October 1, 2021 deadline from the following companies; Foit Albert, Watts AE, Trautman Associates, LiRo, and Popli Group; and

WHEREAS, a Proposal Selection Committee was established and the four members independently reviewed, scored and ranked all five proposals received based on the selection criteria; and

WHEREAS, it was the unanimous vote of the Proposal Selection Committee to choose Trautman Associates proposal for the project.;

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive or Deputy County Executive, is hereby authorized to enter into an agreement with Trautman Associates for an amount not to exceed \$55,890.00 to perform site design engineering and construction oversight services for Erie County; and be it further

RESOLVED, that the project is funded in the Department of Environment and Planning's capital projects account A.21159 in BA 162, and be it further


RESOLVED, that the Director of the Division of Budget and Management is hereby authorized to implement any budget adjustments as required to comply with State and local funding requirements; and be it further

RESOLVED, that certified copies of this resolution shall be furnished to the Office of the County Executive; the Director of the Division of Budget and Management; the Office of the County Attorney; the Office of the County Comptroller; Dr. Karen King, Commissioner of Public Advocacy; Daniel Castle, Commissioner of Environment and Planning, and Bonnie Lawrence, Deputy Commissioner of Environment and Planning.



COUNTY OF ERIE
DEPARTMENT OF ENVIRONMENT & PLANNING
DIVISION OF ENVIRONMENTAL COMPLIANCE
** MEMORANDUM **

MARK C. POLONCARI
COUNTY EXECUTIVE
DANIEL CASTLE
COMMISSIONER
BONNIE LAWRENCE
DEPUTY COMMISSIONER

FROM: Bonnie Lawrence, Deputy Commissioner 
TO: Maria Whyte, Deputy County Executive
DATE: October 28, 2021
RE: Selection of Firm for Design and Construction Services for the Proposed Trailblazing Women Monument (TBWM) Site

On August 27, 2021, the Erie County Department of Environment and Planning (DEP) advertised and issued an RFP seeking proposals for design and construction oversight services to modify an existing stone planter on the outdoor plaza entrance of the Buffalo & Erie County Public Library (BECPL) Central Library to accommodate new Trailblazing Women Monuments.

DEP and BECPL staff hosted a pre-bid site visit on September 11, 2021 at the proposed project location at the BECPL Central Library that was attended by six firms. Responses to questions about the project that were received by the September 16 deadline were posted on the Erie County Purchasing site on September 20, 2021.

Proposals were received from the following five firms by the October 1, 2021 deadline: Foit Albert, Watts AE, Trautman Associates, LiRo, and Popli Group.

Following the October 1, 2021 deadline for receipt of the proposals, an evaluation Committee consisting of Mark Kross (BECPL), Natalie Tan (EC DPW), Kelly Hayes-McAlonie (LIB and member of the Trailblazing Women Committee) and John Hood (EC DEP-Selection Committee Chair) was established. Committee members were provided Conflict of Interest (COI) Certifications that listed each bidding firm and their subcontractors, a proposal ranking matrix and copies of the technical proposals. Each member independently reviewed and ranked the proposals from each firm based on the RFP criteria. Following the technical review rankings, Committee members were provided with each firm's proposed costs.

The Committee met on October 25, 2021 to discuss the proposals received for the project. The review team members commented that all proposals were well done but that Trautman and Foit Albert had more demonstrated firm experience for this type of project, and their project staff have greater experience with this type of project. Of the five firms who submitted proposals, Foit-Albert scored the highest on the technical proposal with a score of 8.66 out of 10, but didn't include required project elements including lighting considerations and Trautman Associates received the second highest score at 8.64. Foit-Albert's proposed cost was \$67,988 and Trautman Associates proposed cost was \$55,890.

Following a discussion of the choices, it was the unanimous vote of the Review Committee to select Trautman Associates' proposal for the project. This decision was made based on the near equal rating, but a price point that is more than 50% less expensive.

Copies of the RFP, signed COI forms from Review Committee, copies of the evaluation matrices and copies of the selected firm's submissions are included for your review.



ERIE COUNTY DEPARTMENT OF ENVIRONMENT AND PLANNING
Trailblazing Women Monument –
Site Design and Engineering Services Project
(RFP Number 2021-034V)
PROPOSAL REVIEW COMMITTEE RATINGS - SUMMARY

Mark C. Polonsky, Esq.
 COUNTY EXECUTIVE

 Daniel Costa
 COMMISSIONER

 Bonnie Lawrence
 DEPUTY COMMISSIONER

Rater	Proposer				
	Folt Albert	Popli	Trautman	Watts	LIRO
Reviewer 1	8.15	8.75	8.45	7.5	7.15
Reviewer 2	9.35	8.7	8.65	9.35	7.95
Reviewer 3	9.05	8.85	9.05	8.75	8.85
Reviewer 4	8.1	7.75	8.4	7.15	6.85
Average Qualifications Scoring	8.6625	8.5125	8.6375	8.1875	7.7
Total Cost	\$87,988	\$66,806	\$55,890	\$82,636	\$75,000
FINAL RANKING	2	3	1	4	5

It is my opinion in recommending Trautman Associates, the Erie County Department of Environment and Planning (DEP) has complied with all applicable provisions of Section 19.08 of the Erie County Administrative Code. Scoring sheets and other materials related to this matter are available for review at the DEP offices during regular business hours.



 Maria Whyte, Deputy County Executive
 Erie County Department of Environment and Planning